

**BYLAWS
OF THE
ILLINOIS HEPATITIS C TASK FORCE**

ARTICLE I: AUTHORITY

Section 1. Creation

There is created, pursuant to Illinois State Public Act 98-0493, enacted August 16, 2013, the Illinois Hepatitis C Task Force (hereafter referred to as the "Task Force").

Section 2. Members

The Task Force shall consist of seventeen (17) voting members appointed as follows: the Director of the Illinois Department of Public Health, the Director of the Illinois Department of Veterans' Affairs and the Director of the Illinois Department of Human Services who shall serve as ex officio members; ten (10) public members appointed by the Director of the Illinois Department of Public Health drawn from the medical, patient and service provider communities; and, four (4) members of the Illinois General Assembly, appointed one each by the President of the Illinois State Senate, the Minority Leader of the Illinois State Senate, the Speaker of the Illinois State House of Representatives and the Minority Leader of the Illinois State House of Representatives.

Section 3. Reporting

The Task Force shall report its findings and recommendations to the Governor and to the General Assembly along with any legislative bills that it desires to recommend for adoption by the General Assembly no later than December 31, 2015.

Section 4. Other Participants

The Task Force shall be entitled to call to its assistance and avail itself of the services of the employees of any State, county or municipal department, board, bureau, commission or agency as it may require and as may be available to it for its purposes.

ARTICLE II. TASK FORCE MEETINGS

Section 1. Place of Meetings

Meetings of the members shall normally be held at the offices of the Illinois Department of Public Health (IDPH), but can be held at any place which has been designated in the notice of the meeting. Meetings of the members may be held through use of conference telephone or similar communications equipment (e.g., video conference), as long as all members participating in the meeting can hear one another.

Section 2. Bi-Monthly Meetings

The bi-monthly meetings of the Task Force shall be held each year during the months of January, March, May, July, September, and November at which time the members and participants shall transact proper business. All meetings are subject to the requirements of the Open Meetings Act (PA 82-378).

Section 3. Special Meetings

Special meetings of the members may be called by the Task Force Chairperson.

Section 4. Notices of Meetings

Notices of meetings, bi-monthly or special, shall be given in writing to members entitled to vote at the meeting by the Secretary, if there be no such officer, or in the case of his or her neglect or refusal, by any voting member or approved IDPH administrative staff.

Such notices shall be given either personally or by email or other means of written communication, addressed to the members. Notice shall be given not less than five (5) days before the date of the meeting. In addition, notice of all meetings and the meeting agenda will be posted no less than 48 hours before the meeting in accordance with the Open Meetings Act.

Section 5. Agenda

The Chairperson shall prepare an Agenda prior to each meeting. The approval of Minutes from the previous meeting and an opportunity for public comment shall be included on each Agenda.

Section 6. Quorum and Task Force Action

A majority of Task Force members (9) shall constitute a quorum at meetings. If a quorum is present, the affirmative vote of the majority of members represented at the meeting and entitled to vote on any matter shall be the act of the Task Force.

In the absence of a quorum, any meeting of members may be convened by the vote of a majority of the members represented either in person or by proxy, but no other official business may be transacted. A proxy may not count towards quorum.

If a Task Force member misses two (2) consecutive meetings within a calendar year, and a proxy or delegate does not attend on his/her behalf, the Task Force member is subject to removal from the Task Force and a new member appointed in accordance to Public Act 98-0493.

Section 7. Voting

Only Task Force members of record pursuant to Article I, Section 2 of these bylaws, shall be entitled to vote at a meeting.

Section 8. Proxies

Every member entitled to vote may authorize another person to act by proxy with respect to meeting attendance and participation by providing a written (e.g., email) notice with the Secretary, however, such agent will not be entitled to vote on behalf of the member. Only Task Force members, and not their proxies (or delegates) can vote on matters of business.

ARTICLE III. TASK FORCE

Section 1. Powers

Public Act 98-0493 provides that the Task Force shall: (1) develop strategies to identify and address the unmet needs of persons with hepatitis C in order to enhance the quality of life of persons with hepatitis C by maximizing productivity and independence and addressing emotional, social, financial and vocational challenges of persons with hepatitis C; (2) develop strategies to provide persons with hepatitis C greater access to various treatments and other therapeutic options that may be available; and, (3) develop strategies to improve hepatitis C education and awareness.

Section 2. Vacancies

A vacancy on the Task Force shall be filed by the designated appointing authority listed in Public Act 98-0493.

ARTICLE IV. OFFICERS

Section 1. Officers

The officers of the Task Force shall be a Chairperson and Vice-Chairperson, selected by the members of the Task Force.

Section 2. Chairperson

The Chairperson of the Task Force shall preside at all Task Force meetings. In the Chairperson's absence, the Vice-Chairperson will act as presiding officer. In the event that both the Chairperson and the Vice-Chairperson are absent, a designee of the Chairperson will act as presiding officer.

The presiding officer shall be responsible for conducting the meeting in accordance with the Bylaws and the Agenda, and may recognize non-member attendees who wish to comment during the meeting.

At each meeting, the presiding officer shall provide an opportunity for comment from members of the public. The duration of public comments shall be at the presiding officer's discretion.

The Chairperson shall appoint a Task Force Secretary, who need not be a member of the Task Force.

Section 3. Secretary

The Secretary shall keep, or cause to be kept, at the IDPH office, a book of minutes of all meetings of the Task Force. The minutes shall state the time and place of holding of all meetings; whether regular or special, and if special, how called or authorized; the notice thereof given; the names of those present at the meetings; and an account of the proceedings thereof. The Secretary shall give, or cause to be given, notice of all meetings in accordance with the Open Meetings Act.

Section 4. Compensation

The public members shall serve without compensation and shall not be reimbursed for necessary expenses incurred in the performance of their duties, unless funds become available to the Task Force.

Section 5. Meeting Minutes and Reports

All meeting minutes, handouts, documents, presentations, and annual reports of the Task Force will be filed and maintained by the Secretary and made available to any Task Force member upon request.

ARTICLE V. AMENDMENTS

These bylaws may be adopted, amended or repealed by the affirmative vote of the majority of the Task Force members.

CERTIFICATE

This is to certify that the foregoing is a true and correct copy of the Bylaws of the Task Force named in the title thereto and that such Bylaws were duly adopted by the members on the date set forth below.

Dated this ____ day of _____ 2014.

Representative Michael McAuliffe
Chairman