

BYLAWS
ADVISORY AND REVIEW BOARD
WHITING FORENSIC HOSPITAL

ARTICLE I

Authority and Duties

Section 1. Authorized by Connecticut General Statute 17a-565 which established a Board for the Whiting Forensic Hospital

Section 2. The Board shall:

- (a) Confer, consult with, and advise the Chief Executive Officer on problems and matters relating to the work of the Hospital ;
- (b) Serve as advocate for funds, patients' rights, and clinical services (in conjunction with the Hospital Chief Executive Officer) to the Legislature and pertinent interest groups;
- (c) Serve as Liaison between the Whiting Forensic Hospital and residents of the State of Connecticut to inform them of the programs and policies of the Hospital ;
- (d) Review the programs and activities of the Hospital for conformity with accepted medical and legal standards of practice;
- (e) Issue reports to the Governor through the Commissioner of Mental Health and Addiction Services on conditions at the Whiting Forensic Hospital and make recommendations for changes and/or improvements in the Hospital.

Section 3. Members of the Advisory and Review Board shall receive no compensation for their services, but shall be reimbursed for actual expenses involved in the performance of their duties.

ARTICLE II

Membership

Section 1. The Advisory Board shall consist of nine members, eight of whom shall be appointed by the Governor and the ninth shall be the Commissioner of Mental Health and Addiction Services. Appointments shall be made in accordance with Sections 17a-565 and 4-9a of the Connecticut General Statutes.

Section 2. The Governor shall fill any vacancy that may occur for the unexpired portion of any term.

Section 3. The Chief Executive Officer shall be an ex-officio member of the Advisory Board without vote.

ARTICLE III

Officers

The officers of the Advisory Board shall be: A Chairperson, a Secretary, and such other officers as the Board shall determine. In accordance with Section 17a-565, the Board shall

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elect every two years a Chairperson and other officers. No two offices may be held by the same individual at one time.

Section 1. The Chairperson shall:

- (a) Call the meetings at least once every three (3) months;
- (b) Preside at all meetings of the Advisory Board;
- (c) Have general supervision of the affairs of the Board;
- (d) Execute all papers and documents on behalf of the Board;
- (e) Appoint ad hoc committees as needed;
- (f) Be a member ex-officio of all such committees;
- (g) Represent the Board as directed by the Board.

Section 2. The Secretary shall:

- (a) Insure that the minutes are written and recorded in accordance with Section 17a-565 of the Connecticut General Statutes;
- (b) Conduct correspondence as directed by the Chairman, and/or the members of the Advisory and Review Board;
- (c) In the event of the absence, resignation, or incapacity of the Chairperson, assume the office and duties of the Chairperson until the return of the Chairperson or a successor is duly elected;
- (d) Perform any such duties or other functions designated by the Chairperson or by the Advisory Board.

ARTICLE IV

Meetings

The Chairperson shall call at least four meetings at intervals of not more than three months. Additional meetings of the Advisory Board may be called at any time by the Chairperson or at the request of three or more of the members. Such meetings shall be held at the Whiting Forensic Hospital in the City of Middletown, Connecticut, or at such a place and date as the Chairperson or members requesting such meeting may direct. Notice of all meetings shall be mailed in writing to the members not less than seven days prior to a meeting. Over fifty percent of the members shall constitute a quorum of the Advisory Board; and, except as otherwise provided by the laws of the State of Connecticut or these Bylaws, a quorum being present, the action of the majority of those present and voting shall constitute the action of the Advisory Board. The meetings will be governed by Robert's Rules of Order.

ARTICLE V

Amendments

These Bylaws may be amended upon the affirmative vote by a majority of the quorum present and voting at any meeting of the Board, provided that the notice of such meeting shall include notice of the proposed amendment(s).

Revised: 10/15/94
11/12/03
6/21/18

Amended and Adopted: 1/15/04
1/17/19