

# STATEWIDE ADVISORY COMMISSION ON IMMUNIZATIONS

## BYLAWS

SEPTEMBER 10, 2010

### PURPOSE AND AUTHORIZATION

The duties and purposes of the State Advisory Commission on Immunization are those set forth pursuant to Chapter 337, Acts of 2002, Maryland Health Code Health-General Article, sec. 18-214, inclusive, as amended. These duties and purposes include, but are not limited to:

#### **The Commission Shall:**

- (1) Determine where community vaccine shortages exist and which vaccines are in short supply;
- (2) Develop a recommendation for a plan to effectuate the equitable distribution of vaccines;

#### **The Commission Shall Review:**

- (1) Potential provider reimbursement barriers to increasing immunizations;
- (2) The relative effectiveness of outreach programs that educate the public about the benefits of immunizations;
- (3) Potential cost-shifting of immunization expenses for privately insured patients who receive immunizations at local health departments; and
- (4) Potential administrative burdens associated with State purchasing of vaccines;

#### **The Commission Shall Make Recommendations on:**

- (1) How to increase immunizations, including catch-up immunizations, among adults, adolescents, and children;
- (2) Immunizations required of children entering schools;
- (3) Available options for the purchasing of vaccines;
- (4) The status of the use of thimerosal in vaccine;
- (5) Elimination of any vaccine distribution disparities;

- (6) Public education campaign in the event of a vaccine shortage or public health emergency involving immunizations;
- (7) Availability and affordability of adult, adolescent, and childhood vaccines;
- (8) Recommend that information on vaccine safety be communicated to health care providers; and
- (9) Other related issues as determined by the Commission.

**The Commission Shall Issue a Report:**

- (1) On or before December 15 of each year, the Commission shall submit a report on its findings and recommendations to the Governor and, in accordance with 2-1246 of the State Government Article, to the Senate Education, Health, and Environmental Affairs Committee and the House Health and Government Operations Committee.

**MEMBERSHIP AND TERMS OF APPOINTMENTS**

**The Commission consists of the following members:**

- One physician member of MEDCHI, The Maryland State Medical Society;
- The chair of the Maryland Childhood Immunization Partnership;
- Two physician members of the Maryland Chapter of the American Academy of Pediatrics with experience in private practice and infectious diseases;
- One physician member of the Maryland Academy of Family Physicians;
- One physician member of the American College of Physicians- Internal Medicine Society of Maryland;
- The executive director of the Maryland Partnership for Prevention;
- One local health officer;
- One representative from the Department's Vaccines for Children Program;
- One representative from the Maryland school system with knowledge of the immunizations required of children entering schools;
- The Maryland State Epidemiologist;

- One representative from a public health consumer advocacy group;
- One nurse practitioner;
- One representative from a health insurance carrier;
- One consumer; and
- One Pharmacist

**Commission Membership:**

- (1) The term of an appointed member is three years;
- (2) A member who is appointed after a term has begun serves only for the rest of the term and until a success is appointed and qualifies;
- (3) At the end of a term, a member continues to serve until a successor is appointed and qualifies;
- (4) A member may be appointed for more than one term;
- (5) A member of the Commission may not receive compensation but is entitled to reimbursement for expenses under the Standard Travel Regulations, as provided in the State Budget;
- (6) The Department of Health and Mental Hygiene shall provide the staffing for the Commission;
- (7) The Secretary of DHMH shall appoint the membership of the Commission, based on the recommendation of the appropriate medical society or agency;
- (8) The Secretary, in consultation with MEDCHI, the Maryland State Medical Society, shall appoint the chair of the Commission; and
- (9) Commission member are exempt from financial disclosure requests in accordance with the provisions of Code of Maryland Regulations (COMAR 19A.03.01.04).

- (10) The terms of the members of the Commission are staggered as required by the terms of provided for the members of the Commission on June 1, 2010.  
Commission members staggered terms:

2011	2012	2013
MD Chapter of the American Academy of Pediatrics	Nurse Practitioner	Maryland Department of Health and Mental Hygiene – State Epidemiologist
Pharmacist	Maryland Academy of Family Physicians	Maryland Department of Health and Mental Hygiene – Vaccines for Children Program
Public Health Advocacy Group	Maryland College of Physicians-Internal Medicine Society	MD Childhood Immunization Partnership
Consumer	Maryland State Department of Education	Health Officer
	Health Insurance Carrier	Maryland Partnership for Prevention, Inc.
	MD Chapter of the American Academy of Pediatrics	MEDCHI, The Maryland State Medical Society

**The Chair of the Commission Shall:**

- (1) Establish subcommittees to facilitate the work of the Commission; and
- (2) Appoint subcommittee chairs from among the Commission members.

**Commission Meetings:**

- (1) The Commission meets on a quarterly basis, or on an emergency basis as needed;
- (2) The Commission meetings are subject to the Open Meetings Act (Article - State Government, Title 10: Government Procedures Subtitle 5. Meeting Section 10-508) and are therefore, open to public attendance;
- (3) Guests are not participants in the meeting. Only Commission members may vote on recommendations; and
- (4) The Commission routinely considers issues that require closure of the meeting from public observance as allowed by the Open Meetings Act. Therefore, the Commission meetings will typically have distinct periods for the open and closed portions. In rare instances when the entire meeting must be closed to public attendance, the chair attempts to notify previous public attendees and posts signage notifying members of the public of the meeting closure.