

Interim Health Officer Appointment Description

This appointment and designation authorizes and delegates the following powers, duties and all other powers and duties required by State, Federal and local ordinance under the guidance and direction of the Board of Public Health:

1. Succeed to all powers and discharge all duties and perform all functions that by existing law are conferred upon or required to be discharged or performed by the Local Health Officer, or the Board of Public Health;
2. In the absence or disability of the Local Health Officer, or if there is a vacancy in that office, the Board shall appoint an acting Health Officer for a temporary period not to exceed one year. The appointment shall be ratified by the County executive of the County; to prescribe standard operating procedures consistent with the law and countywide policies for the direction of the department, the conduct of its employees, the distribution and performance of its business, and the custody, use and preservation of the records, papers, books, documents and property pertaining to the Department of Public Health;
3. To approve travel and subsistence expenses necessary for employees of the Department, as actually and necessarily incurred in the performance of their official duties when absent from their places of residence;
4. Serve as the official Public Information Officer for Public Health and act as consultant to and official Public Information Officer spokesman for the Board of Public Health and County elected officials upon consultation with those officials and/or the County Executive in the County, Cities and Towns in which the department has jurisdiction; and
5. To promote and enforce all Federal, State and local public health laws, ordinances, codes, rules and regulations in the department's areas of jurisdiction.