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| TITLE: | Identification and Selection of Officers & Committee Chairs | | |
| Manual/Policy#: | MRHA Boards of Directors # V-B-2 | Entity: | AGH/ CPDMH |
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1. POLICY STATEMENT:

The Allied Boards is committed to identifying, selecting and preparing qualified individuals to provide leadership to the Allied Boards as described below.

2. SCOPE:

The policy applies to all Allied Boards leadership positions.

3. GUIDING PRINCIPLES:

N/A

4. DEFINITIONS:

N/A

5. PROCEDURE:

The officers of each Corporation shall include:

- a) Chair of the Allied Boards;
- b) Vice-Chair of the Allied Boards;
- c) Integrated Chief Executive Officer (CEO); and
- d) Secretary of the Allied Boards;

and any such other officers as the Allied Boards may by resolution determine. The Officers will be elected or appointed by resolution of the Allied Boards at the first meeting of the Allied Boards following the Annual General Meeting when a vacancy occurs. A person may hold more than one office. The CEO shall be Secretary of the Allied Boards. Any officer will cease to hold office upon resolution of the Allied Boards.

Duties of the officers are described in Article 10 of the MRHA Common Administrative By-laws.

The CEO is an employee of the Almonte General Hospital Corporation and is selected through a selection process established by the Allied Boards when the need arises.

The Chair and Vice Chair of the Allied Boards and Committee Chairs will be Directors of the Allied Boards.

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When possible, the Chair of the Allied Boards Governance and Nominating Committee ("the Committee") will be the immediate Past Chair of the Allied Boards.

Annually, or more frequently if required, the Committee will put forward a slate of nominees for the Allied Boards Chair, Vice Chair and committee Chair positions. The Chair of the Committee will provide a minimum of 21 days notice of the date of the meeting at which the Committee will consider candidates for the Officer and Committee Chair positions.

Directors with an interest in Allied Boards leadership positions may identify themselves through the annual evaluation process or by approaching a member of the Committee. Nominations by any other member of the Allied Boards may only be made with the permission of the nominee. The Committee may also approach individuals they believe to be suitable candidates.

Notwithstanding the fact that the Committee has put forward a slate of nominees, Directors will be offered an opportunity to put forward alternate nominations during the Allied Boards meeting at which Officers and committee Chairs are being elected and before a vote is held.

All candidates for Allied Boards leadership positions will be evaluated on the basis of:

- years served and remaining to be served on the Allied Boards
- skills identified through the Allied Boards skill set matrix
- feedback from Allied Boards evaluation processes
- knowledge of governance and governance processes
- prior leadership experience
- availability to fulfill the responsibilities of the position

Any member of the Committee who is a candidate for an Officer or committee Chair position will always absent themselves from the discussion about the position even in the event that they are the only candidate.

Deliberations of the Committee regarding leadership candidates will be kept confidential out of consideration for Directors of the Allied Boards who are not being recommended for the slate of Officers and committee Chairs. Any Director who was or believes that they were or should have been considered for a leadership position may request individual feedback from the Chair of the Committee.

Each candidate and each leadership position will be considered uniquely. Appointment to any leadership position will not automatically confer the right or the obligation to be appointed to any other leadership position.

Individuals identified as potential future leaders may be offered training and/or education opportunities to assist in their preparation. This will not automatically confer the right to be appointed to a leadership position.

Directors elected as Officers or committee Chairs may request additional training or education, which will be granted at the discretion of the Chair of the Committee and the CEO.

6. **REFERENCES:** N/A

7. **APPENDICES:** N/A

Evaluation: This policy will be reviewed every two years.