



TITLE:	Allied Boards Meeting Consent Agenda		
Manual/Policy#:	MRHA Boards of Directors # V-B-4	Entity:	AGH / CPDMH
Original Issue:	AGH: May 2013 CPDMH: September 2020	Issued by:	Allied Boards Chair and Allied Boards Secretary
Previous Date Reviewed:	AGH: May 2021 CPDMH: September 2020	Approved by:	Allied Boards of Directors
Last Date Reviewed:	April 2023	Cross Reference(s):	

1. POLICY STATEMENT

As part of its commitment to good governance, Allied Boards meetings will be efficient and effective, respecting the time given by Directors and allowing for full discussion of important issues. A consent agenda will be used for regular or routine matters and/or matters where no debate is anticipated.

2. SCOPE

This policy documents the Board’s consent agenda process.

3. GUIDING PRINCIPLES

N/A

4. DEFINITIONS

N/A

5. PROCEDURE

Content of Agenda

The agenda, including Consent Agenda items, for Allied Boards meetings will distinguish between the following types of matters:

- Decision;
- Discussion; and
- Information.

Only decision items will require a motion, seconder and a vote.

Items requiring a decision that are expected to require no discussion or debate may, at the option of the Allied Boards Chair, be placed on the agenda under the heading “Consent Agenda”.

Materials and motions proposed to be dealt with under the Consent agenda portion of the agenda shall be clearly identified as falling under the Consent Agenda in the meeting package. Board Directors should review the Consent Agenda items prior to the meeting on the expectation that no discussion will take place during the meeting of the Allied Boards.

Approval of Agenda

The agenda will be approved by the Allied Boards at the beginning of each meeting.

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Directors of the Allied Boards may request that matters be added, deleted or that the order of items be moved and the Allied Boards Chair shall make a decision on each such request. Any such decision may be subject to challenge and reversed by the Directors of the Allied Boards.

Items may be moved out of the Consent Agenda section at the request of any Director of the Allied Boards prior to approval of the Agenda. No motion or vote of the Allied Boards is required with respect to a request to move an item out of the Consent Agenda.

When a Director of the Allied Boards request that an item be moved out of the Consent Agenda section, the Allied Boards Chair shall decide where to place that item on the agenda.

When only one item in a committee report does not qualify as a consent agenda item or is requested to be moved, that item shall be moved out of the Consent Agenda and the rest of the items in the report shall remain in the consent agenda.

Approval of the Agenda by the Allied Boards constitutes approval of each of the items listed under the Consent Agenda portion of the meeting. No separate vote to approve any portion or items of the consent agenda is required.

Minutes

Minutes of the meeting will include the full text of resolutions adopted under the Consent Agenda portion of the meeting.

6. REFERENCES

N/A

7. APPENDICES

N/A

Evaluation

This policy will be reviewed every two years.