

NORTH BAY REGIONAL HEALTH CENTRE (NBRHC)

Policy and Procedure		Policy Number	ADM-BO-008	
Title Elected Directors Only Sessions		Policy category		<input type="checkbox"/> Departmental <input type="checkbox"/> Organization Wide <input checked="" type="checkbox"/> Board
		Manual		Board
		<input type="checkbox"/> New	<input checked="" type="checkbox"/> Minor	<input type="checkbox"/> Major
Origination Date		Developer		
Effective Date (date this version came into effect)	Reviewed by Governance August 21, 2014, Approved by Board September 12, 2014 Reviewed by Governance June 23, 2016 Approved by Board September 16, 2016 Reviewed by Governance March 28, 2019 Approved by Board April 18, 2019	Governance Committee		
Cross References (NBRHC or legacy organization policies)		Comparable Policy from service provider within NBRHC Facility		

NOTE: This is a **CONTROLLED** document for internal use only, any document appearing in a paper form should **ALWAYS** be checked against the online version prior to use.

1.0 Purpose

The Elected Directors Closed session will allow Directors to meet to:

- complete a meeting evaluation
- express candid views or opinions on matters that pertain to the Board
- discuss matters indentified by the Chair or a Director that would not normally be on the Board agenda
- discuss matters affecting Board effectiveness including timeliness, quality, and sufficiency of information provided, performance and support by the CEO and senior leaders
- discuss other sensitive matters as they arise

2.0 Policy Statement

The Board of Directors is committed to conducting business in sessions open to staff and/or the public; however, the Board requires the opportunity to address issues of a sensitive nature in “Elected Directors only” sessions.

3.0 Minor Revision History

Not applicable

4.0 Definitions

Elected directors are those individuals elected as per the Corporation's Administrative Bylaws.

5.0 Materials required

Not applicable

6.0 Procedure:

- In conjunction with any meeting of the Board, the Chair shall convene an Elected Directors Closed session.
- These sessions will be normally limited to elected Directors; others may attend upon the invitation of the Chair.
- The Conflict of Interest and Code of Conduct Policies apply to these meetings.
- The Chair will take informal notes at the meeting and, following consensus of the Directors present, report back to the CEO any relevant matters raised during the meeting.
- No motions will be passed during these sessions.

7.0 Appendices/Educational Materials

Not applicable

8.0 References

Not applicable

9.0 Content Experts/Stakeholders

Content Expert/Stakeholder	Date Sent/Reviewed
Governance Committee	August 2014 June 23, 2016 March 28, 2019
Board of Directors	September 2014 September 9, 2016 April 18, 2019

10.0 Signing Authority Approval

Position	Date Signed
Chair, Board of Directors	