BOARD OF DIRECTORS MANUAL

CATEGORY:	GOVERANCE	NUMBER: I-014
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APPROVED BY:	BOARD OF DIRECTORS	
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ADVISORY MEMBERS FOR BOARD COMMITTEES

Purpose:

To provide a policy framework that outlines the roles, responsibilities and term for advisory members of Board committees.

Policy:

To provide the opportunity for public input to Board's decision-making processes and as a method of obtaining the input of advisors, Northumberland Hills Hospital (NHH) is committed to recruiting as needed, advisory members to sit on Board Committees and support the work of the Committees. These individuals are considered active participants without voting privileges. These members are recruited due to their specific knowledge to assist Board Committees in the decision-making process.

A maximum of three (3) advisory members shall be appointed for each of the Board committees on which they are invited to participate.

Procedure:

Advisory members shall:

1. be recruited and selected by the Chair of the relevant Committee through discussion at the relevant Committee and with the Chair of the Nominating Committee;
2. be appointed for the period of time the advisor is required or a maximum of two years with the ability to re-appoint;
3. sit on the Board committees as non-voting members of the Committees;
4. attend a minimum of two thirds of the Committee meetings unless otherwise agreed to by the Chair of the Committee;
5. adhere to the relevant Board policies and procedures and NHH By-laws;
6. annually sign a declaration of adherence to responsibilities of their position, code of conduct and confidentiality agreement.
7. submit a criminal reference check.

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The above procedures may be waived or amended at the Board's discretion to address specific needs or circumstances.

References:
NHH By-laws
NHH Board Policies

Approved:
February 2016
February 2017 reviewed
February 2018 reviewed
February 2019 reviewed
February 2020 reviewed
March 2021 reviewed
May 2022 revised
March 2023 reviewed
March 2024 revised
March 2025 reviewed
March 2026 reviewed

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