


North Bay Regional Health Centre  Centre régional de santé de North Bay	Policy/Procedure
Title Elected Directors Only Session	Policy Number ADM-BO-008
Developer Governance Committee	Category Board of Directors
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1.0 Scope of Policy/Procedure

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 identified 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 Definitions

Term	Definition
Elected Directors	Those individuals elected as per the corporation’s Administrative By-laws.

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4.0 Procedure/Process

4.1 Procedure Steps

- In conjunction with any meeting of the Board of Directors, 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.

5.0 References

Administrative By-laws, NBRHC, June 2020.

6.0 Stakeholder Review

Committee Stakeholders	Month/Year Reviewed
Governance Committee	April 2021
Board of Directors	May 2021

7.0 Approval

Signing Authority Signature	Date Signed
Chair, Board of Directors	May 4, 2021

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