

IRHA Executive Committee Terms of Reference

Purpose

The Executive Committee of the Board functions under the authority of the Interlake Regional Health Authority Board as outlined in the Board General By-law #1. The Executive Committee ensures that the requirements established under the Regional Health Authorities Act and Interlake Regional Health Authority General By-Laws are adhered to.

Membership

The Executive Committee shall consist of the Board Chair, who shall serve as Chair of the committee, Vice Chair of the Board, Chairs of the Finance, Audit, Planning and Governance Committees and, as an Ex-Officio member, the Chief Executive Officer.

Terms of Office

The term of office for the Chair shall be consistent with the appointment by the Minister. Terms of other members shall be one year, commencing April 1.

Management Support

The Chief Executive Officer shall provide management support to the committee.

Functions

1. To review and make recommendations to the Board in relation to any reports regarding perceived breaches of Interlake Regional Health Authority By-Laws.
2. To review and make recommendations of the Board in relation to matters brought forward by committees of the Board.
3. To exercise the full powers of the Board in crisis situations, reporting any action taken, as soon as possible, to the Board.
4. To study, advise and make recommendations to the Board on such matters as directed by the Board.
5. To evaluate, on an annual basis, the performance of the Chief Executive Officer.
6. To review terms of reference of Board committees on an annual basis.

Meetings

The committee will meet at least on a quarterly basis, subject to the call of the Chair.

Quorum

A quorum will be 50% of committee members.

Accountability

The Executive Committee is accountable to the Board. Minutes of all Executive Committee meetings shall be distributed to the Board in the monthly meeting package or as required dependent on urgency. The committee Chair shall report at Board meetings.