

IRHA Planning Committee Terms of Reference

Purpose

The Planning Committee of the Board functions under the authority of the Interlake Regional Health Authority Board as outlined in the Board Policy. The Committee provides an advisory function to the Board of Directors on matters pertaining to regional and Board planning initiatives.

Membership

The Planning Committee shall consist of at least four Board members. The Chair will be appointed by the Board Chair. The Planning Committee Chair will be a member of the Executive Committee.

Terms of Office

The term of the Committee members shall be one year, commencing April.

Management Support

The Vice President of Planning shall provide management support to the Committee.

Functions

1. To formulate and recommend policies regarding planning functions.
2. To formulate and recommend Board Ends statements relating to the IRHA Strategic Plan.
3. To monitor the Community Health Assessment process.
4. To review the capital plan and prepare recommendations for the Board.
5. To recommend and coordinate Board development and education related to the Strategic Plan.
6. To monitor the Health Plan Implementation.

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 Planning Committee is accountable to the Board. Minutes of all Planning 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.