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EXECUTIVE SPONSORSHIP Board of Directors – Fraser Health	**INITIALLY RELEASED DATE** MAY 2005	**VERSION DATE** October 2024

POLICY
INTRODUCTION

The Board Chair is appointed by the Government.

The Board Chair's primary role is to act as the presiding director at Board meetings and to manage the affairs of the Health Authority Board of Directors (the "Board") including ensuring the Board is organized properly, functions effectively and meets its obligations and responsibilities.

The Board Chair works with the President and Chief Executive Officer (the "CEO") to ensure effective relations with the Government and patients, employees, the medical staff and the public the Authority serves

The Board Chair is an ex-officio member of committees where he/she is not appointed as a full member.

The Board Chair works closely with the Corporate Secretary and management, as required.

At the discretion of the Board Chair, where there arises a situation that the Board Chair is unavailable, the appointed Vice Chair will assume responsibility.

DUTIES AND RESPONSIBILITIES

Working with Management

The Board Chair has the responsibility to:

Act as a sounding board, counselor and confidant for the CEO, including helping to review strategies, define issues, maintain accountability, and build relationships;

In conjunction with the CEO, assist in representing the Authority as required;

Ensure the CEO is aware of concerns of the Government, the Board and the patients, employees, the medical staff and the public the Authority serves.

Lead the Board in monitoring and evaluating the performance of the CEO, ensure the accountability of the CEO, and ensure implementation of the management succession and development plans by the CEO;

Work closely with the CEO to ensure management strategies, plans and performance are appropriately represented to the Board; and

Act as the primary spokesperson for the Board.

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MANAGING THE BOARD

The Board Chair has the responsibility to:

Ensure the Board is alert to its obligations to the Authority, the Government and the patients, employees, the medical staff and the public the Authority serves;

Chair Board meetings and ensure that the appropriate issues are addressed;

Establish the frequency of Board meetings and review such frequency from time to time, as considered appropriate or as requested by the Board;

Assist the Governance Committee in developing director criteria and potential candidates to be recommended to the Government for appointment of directors and communicate with the Government regarding the criteria;

Recommend the committee members and committee Chair appointments to the Board for approval and review and report to the Board the need for, and the performance and suitability of, those committees;

Maintain a liaison and communication with all directors and committee Chairs to co-ordinate input from directors, and optimize the effectiveness of the Board and its committees;

Ensure the co-ordination of the agenda, information packages and related events for Board meetings in conjunction with the CEO and the Corporate Secretary;

Ensure major Authority initiatives have proper and timely Board understanding, consideration, oversight and approval;

Ensure the Board receives adequate and regular updates from the CEO on all issues important to the welfare and future of the Authority;

Build consensus and develop teamwork within the Board;

Review director conflict of interest issues as they arise;

In collaboration with the CEO, ensure information requested by directors or committees of the Board is provided and meets their needs; and

Review and assess director attendance and performance and the size and composition of the Board and make recommendations to the Government as required.

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RELATIONS WITH THE GOVERNMENT AND OTHER STAKEHOLDERS

The Board Chair has the responsibility to:

In consultation with the CEO, act as the principal interface between the Board and the Minister; and

In consultation with the CEO, review the communications plan with stakeholders to ensure that it meets the needs of the Authority.

DATE(S) REVISED / REVIEWED SUMMARY

Version	Date	Comments / Changes
1.0	Ma 2005	Initial
2.0	August 2014	Current
3.0	July 2015	Reviewed – No changes
4.0	December 2016	Reviewed – Revision Section 1F
5.0	February 2019	Reviewed – No changes
6.0	December 2021	Reviewed – No changes
7.0	December 2022	Reviewed – No changes
8.0	October 2024	Reviewed – adjust all reference from “he/she” to “they” and adjust the review timeline to every two to three years

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