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<b>TERMS OF REFERENCE</b>		
<b>Community Transitions Committee</b>		
<b><u>EXECUTIVE SPONSORSHIP</u></b> Vice President, Regional Care Integration	<b><u>INITIALLY RELEASED DATE</u></b> May 2018	<b><u>VERSION DATE</u></b> February 2023

**INTENT / PURPOSE**

To demonstrate leadership by Fraser Health in Primary and Community Care, the Board has created a Board Community Transitions Committee. The Committee provides strategic oversight for community based initiatives supporting the transition of health services to enhance community care.

**POLICY**

Subject to the powers and duties of the Board, the Committee will:

- A. Provide governance oversight in promoting and supporting strategic plans and provincial mandates focused on primary and community care;
- B. Receive and regularly review summary reports on strategic initiatives; and monitor achievement of strategic objectives.
- C. The Community Transition Committee evaluates the progress on achieving strategies and provincial mandates.

**STANDARDS**

The Committee shall report its discussions to the Board by distributing the minutes of its meetings and where appropriate, by oral or written report at the next Board meeting.

While business conducted within the Committee is not open to public participation, the Minutes of the Board may be. In these circumstances, the reports of the Community Transitions Committee should appear on the in-camera agenda and must be so identified and presented to the Board only when the Board is in-camera.

**PROCEDURE**

- A. The Committee shall be composed of the Directors of the Board.
- B. Non-voting membership to include:
  - i) President & Chief Executive Officer, ex-officio
  - ii) Vice President, Regional Care Integration
  - iii) Other Vice Presidents (ad hoc based on agenda)
  - iv) Staff support person.
- C. A quorum shall be a simple majority of the voting membership.
- D. The Committee shall operate in a manner consistent with the Committee Guidelines of the Board Manual.
- E. The Committee shall meet at least five times a year and hold as many additional meetings as are necessary to ensure there is a continuing, timely, and effective focus on community based initiatives supporting the transition of health services to enhance community care.
- F. The Committee will prepare and follow an annual work plan for the committee schedule of activities.

**DATE(S) REVISED / REVIEWED SUMMARY**

<b>Version</b>	<b>Date</b>	<b>Comments / Changes</b>
1.0	May 2018	Initial policy released

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2.0	November 2021	Composition and Operations – non-voting membership
3.0	February 2023	Template change