



## Huron Perth Healthcare Alliance

# GOVERNANCE, COMMUNITY RELATIONS & SYSTEM TRANSFORMATION COMMITTEE

### Terms of Reference

#### **ROLE**

Oversee organizational governance, foster positive relationships with stakeholders, and drive strategic initiatives for systemic change.

#### **MEMBERSHIP**

Past Board Chair (Committee Chair)  
Board Chair  
Vice-Chair  
Chair of Quality & Social Accountability Committee  
Chair of Resources, Audit & Digital Innovation Committee  
Patient & Caregiver Partner  
Skills-Based Community Members x 4 (1/Site Catchment)  
President & Chief Executive Officer  
Chief of Staff, or Medical Leadership Delegate  
Vice President, Partnerships, Transformation and CNE

#### **RESOURCE MEMBERS**

Vice President, People, Engagement and Social Accountability  
Vice President, Performance, Finance and Digital Innovation  
Director, Human Resources & Environmental Services  
Executive Director, Stratford General Hospital Foundation  
Director, Huron Perth & Area Ontario Health Team

#### **FREQUENCY OF MEETINGS**

The Committee shall meet 4 times/year and at the call of the Chair.

#### **VOTING**

- Board Members (elected and ex-officio) may vote at Board Sub-Committee Meetings.
- Community members and Executive Staff Members are entitled to vote, provided the Board Members (elected and ex-officio) comprise a majority.

#### **QUORUM**

- The majority of voting members.

## **RESPONSIBILITIES**

The Governance, Community Relations & System Transformation Committee is responsible to the Board for the following:

- Overseeing Board succession planning, recruitment and nominations process.
- Ensuring comprehensive orientation and continuing education and development for Board and Committee members.
- Ensuring that Board Meeting Education Sessions provide opportunities to inform Board members of changing health policies and trends.
- Reviewing the results of the annual Board evaluation.
- Developing new and periodically reviewing existing governance policies and processes and revising as indicated.
- Overseeing planning of Board Advances.
- Conducting an annual evaluation of the President & CEO, and overseeing annual goals and objectives set.
- Conducting an annual evaluation of the Alliance Chief of Staff and overseeing annual goals and objectives set.
- Overseeing Board Committee structure, effectiveness and membership.
- Reviewing governance issues as referred by the Board of Directors.
- Overseeing the Strategic Planning process and monitoring the progress of the Strategic Plan priorities.
- Reviewing and making recommendations regarding amendments to the Corporate By-laws.
- Overseeing the organization's Communication Plan and development of internal and external communication strategies to support positive working relationships with interested parties.
- Providing guidance in relation to the development and implementation of specific communication objectives, strategies and tactics that include but are not limited to government relations, community engagement, media relations, crisis communications, website development, printed promotion materials and special events.
- Monitoring media exposure to provide guidance to the President & CEO as required.