

MICs GROUP OF HEALTH SERVICES... MICs Board of Directors 	TOPIC: Attendance	NUMBER: GOV-007
	CATEGORY: Board of Directors	DATE: August 26, 2015
	DEPARTMENT: Governance	REVISED DATE: September 10, 2015 June 9, 2022
	AUTHORITY: MICs Board Chairs	
	APPROVED SIGNATURES: 	LAST DATE REVIEWED:

BOARD MEETING ATTENDANCE

PURPOSE

To ensure that Board members contribute their expertise and judgement to the business and affairs of the Corporation by attending and participating in Board meetings.

POLICY

Board members are expected to attend all Board meetings in person and all meetings of committees to which they are assigned.

- The policy applies to both elected and *ex-officio* board members.
- Attendance expectations will be addressed during recruitment and orientation of Board members.
- Attendance as well as the required completion of Meeting Effectiveness Surveys will also be used as criteria when re-electing or re-appointing a Board member.

Directors may be unable to attend some meetings from time to time due to other commitments or unforeseen circumstances. An attendance rate of at least 75% is acceptable.

PROCESS

If a Director fails to attend 75% of meetings of the Board in a twelve-month period, or is absent for three (3) or more consecutive meetings of the Board without just cause, an attendance problem will be identified with the Director in question by the respective local Board Chair. The Chair shall discuss the reasons for the absences of the member and may make a recommendation to the local board for removal or dismissal.

When the Board or Committee member is an *ex-officio* member, the local Chair may discuss the member's attendance with the organization with which the member is affiliated and such organization may be requested to remove the member and appoint a new *ex-officio* member to the Board.

The Chair shall, in the Chair's sole discretion, determine if a Board or Committee member's absences are excusable and may grant a Board member a limited period of time to re-arrange his/her schedule so that there are no conflicts with regularly scheduled Board meetings.