



# Timmins and District Hospital L'Hôpital de Timmins et du district

<b>Policy Title:</b> PRESENTATIONS OR DELEGATIONS AT BOARD MEETINGS		
<b>Policy No.:</b> B-17	<b>Approved Date:</b>	June 15, 2021 May 5, 2009
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### **A. Purpose**

To establish a procedure for the submission and presentation of documents for discussion with the Board.

### **B. Definitions**

### **C. Content**

A Document or discussion point submitted by a member of the public or delegation shall be heard by the Board of Directors during its meetings, provided that the member of the public or the delegation making the submission has followed the procedure provided in this policy.

### **D. Policy/Procedure**

A member of the public or a delegation wishing to address the Board of Directors or to submit a document for discussion must first make the request to the Board Chair or President and CEO two weeks prior to the date of the meeting.

Members of the public or delegations shall be limited to a maximum of thirty (30) minutes. A delegation will be allowed no more than two spokespersons.

Any individual or delegation having received prior approval may nevertheless be refused the opportunity to address the Board for just cause if the Board so decides by a majority vote.

Members of the public may not interrupt the deliberations of the Board.

Any handout material must be provided to the CEO for distribution to Board Members prior to the meeting. Handouts will be included in the normal board package and are subject to that distribution deadline. Additional handouts will not be circulated at the presentations but may be left with the Chair for distribution after the meeting.

**E. References**

N/A

**F. Appendices/Links**

N/A