

TERMS OF REFERENCE ALBERTA HEALTH SERVICES BOARD CHAIR

(Approved July 29, 2016; Amended September 28, 2017)

A. INTRODUCTION

The Alberta Health Services Board (the **Board**) Chair (the **Chair**) shall:

1. foster effective relationships among the Board members (Members), and with the Minister of Health (Minister) and key stakeholders including the public;
2. lead the Board;
3. act in the official capacity as spokesperson on behalf of the Board;
4. work collaboratively with the Alberta Health Services (**AHS**) President and Chief Executive Officer (**CEO**); and
5. delegate Chair roles and responsibilities to the Vice-Chair of the Board (Vice-Chair) as the Chair deems appropriate.

B. SCOPE

1. The Chair is accountable to the Minister and works in collaboration with the Minister to strive to fulfill the vision, mission, and values of AHS.
2. The Chair shall ensure that the Board and the CEO support and implement government direction and the priorities established through the Minister.
3. The Chair shall:
 - a) use best efforts to ensure that the Board is in compliance with applicable legislation, the Mandate & Roles entered into between Alberta Health and AHS pursuant to the *Alberta Public Agencies Act*, and any applicable AHS bylaws and policies;
 - b) ensure that mechanisms for good governance are in place; and
 - c) with the assistance of the Board's Governance Committee, perform annual assessments of the effectiveness of the Board, the Members and the Committees.

4. The Chair shall:
 - a) consult with the Minister regarding appointments, re-appointments, and dismissal of Members;
 - b) provide orientation for new Members;
 - c) mentor and provide leadership to Members; and
 - d) lead the annual Board assessment and Member evaluation.

5. The Chair shall:
 - a) call regular, organizational, and special meetings of the Board and conduct meetings in an efficient, effective, and focused manner;
 - b) along with the CEO, set the agendas for Board meetings, with input from Members, Board Committees and others as the Chair may consider appropriate; and
 - c) meet with the Minister to discuss material issues, service delivery and compliance with Ministerial policies.

6. The Chair shall:
 - a) oversee the CEO on behalf of the Board;
 - b) ensure the CEO is aware of concerns of the Board, the Minister, and other key stakeholders, as appropriate; and
 - c) perform an annual performance evaluation of the CEO, with input from the Members and the Minister.

7. The Chair shall consult with the Vice-Chair to ensure the Vice-Chair can appropriately support the activities of the Chair and assume the functions in the absence of the Chair.

C. ADMINISTRATION

These Terms of Reference shall be reviewed annually by the Board's Governance Committee and any proposed changes will be recommended to the Board for approval.