

Kemptville District Hospital BOARD OF DIRECTORS POLICY	
Subject: FISCAL ADVISORY COMMITTEE TERMS OF REFERENCE	Policy No.: 17
Policy Objective(s): To provide Terms of Reference to govern the Fiscal Advisory Committee of the Board.	Date Approved: June 2016
	Review/Revision Dates:

Mandate	To make recommendations to the Board with respect to operation, use and staffing of the hospital. (PHA 965, S5(2))
Duties and Responsibilities	<p>The Fiscal Advisory Committee shall:</p> <ol style="list-style-type: none"> 1. Make recommendations to the appropriate committee of the Board with respect to the operation, use and staffing of the Hospital including the Capital Budget and Hospital Accountability Planning Submission (HAPS) documents 2. Provide advice by committee consensus through which staff can effectively and constructively contribute to the achievement of the Hospital's goals and objectives. . 3. Keep minutes of all meetings to be presented at subsequent meetings of Fiscal Advisory Committee.
Membership	<p>The Committee is composed of the following members:</p> <ul style="list-style-type: none"> • Chair, Chief Executive Officer • Medical Staff Representative, appointed • CNO or Nurse Managers Representative, Appointed • Staff Nurses Representative • Others as deemed appropriate (appointed): <ul style="list-style-type: none"> ○ Board Treasurer ○ CFO and VP of Operations ○ Non-Union Staff ○ IUOE Member ○ OPSUE Member
Term	No defined term.
Chair	The Chair of the Committee is the Chief Executive Officer.
Frequencies of Meetings	Meet as necessary at the call of the Chairperson. At a minimum, two meetings will be held annually.

Quorum	A majority of members shall constitute a quorum.
Resources	The CFO & VP Operations is the Secretary of the Committee.
Accountability	The Fiscal Advisory Committee is accountable to the Board.