

**CALL FOR BOARD OF HEALTH NOMINATIONS**  
**2023-2025**  
**aPHa BOARD OF DIRECTORS**



alPHa is accepting nominations for **three** Board of Health representatives to fill positions on its Board of Directors from the following regions and for the following terms:

<ol style="list-style-type: none"> <li>1. <b>North East</b></li> <li>2. <b>Central East</b></li> <li>3. <b>North West</b></li> </ol>	} <b>2-year term each</b> (June 2023 to June 2025)
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See the attached appendix for boards of health in each of these regions.

Each position will fill a seat on the Boards of Health Section Executive Committee and a seat on the alPHa Board of Directors. If you are an active member of a Board of Health/Regional Health Committee who is interested in running for a seat, please consider standing for nomination.

**Qualifications:**

- Active member of an Ontario Board of Health (or regional public health committee) that is a member organization of alPHa.
- Knowledge and skills in the areas of not-for-profit governance: policy, finance, programs and human resources.
- Previous volunteer leadership experience in a not-for-profit is an asset but not a requirement.
- Strong commitment to public health and the work of the organization.

***An election to determine the representatives will be held at the Boards of Health Section Meeting on Wednesday, June 14, 2023. All nominees must be present.***

Nominations close on **Wednesday, June 7, 2023, at 4:30 pm. Candidates are encouraged to submit well in advance of the deadline in order to ensure they have a complete application package.**

Serving on the alPHa Board is an important opportunity for you to:

- Play a part in making alPHa a stronger leadership organization for public health agencies in Ontario.
- Represent your colleagues at the provincial level.
- Participate in discussion reflecting common concerns of public health agency management across the province.
- Expand your contacts and strengthen relationships with Medical Officers of Health, Public Health Unit senior staff and board of health members and lend your expertise to the development of alPHa position papers and official responses to issues affecting all public health agencies.
- Participate on provincial ad hoc or advisory committees.

*Continued*

#### Duties of a Director:

- Make decisions in the best interest of the Association's long and short-term goals, objectives, priorities, and initiatives using a thorough understanding of alPHa's Constitution, Strategic Plan, and policies and procedures, including the Code of Conduct.
- Prepare for, attend and actively participate in Board meetings and the Annual General Meeting.
- Approve Strategic Plan, Annual Budget, and Annual Report.
- Review and approve major contracts and grants.
- Complete tasks as assigned by the President and the Executive Committee.
- Provide written and verbal reports, as appropriate.
- Participate on ad hoc committees and sub-committees, as appropriate.
- Provide input and consultation to the alPHa President and Executive Director, as needed.
- Hire and evaluate the Association's Executive Director.
- Serve as a public figure and spokesperson for the Association, as appropriate.

#### How is the alPHa Board structured?

- There are 22 directors on the alPHa Board.
  - 7 from the Boards of Health Section.
  - 7 from the Council of Ontario Medical Officers of Health (COMOH).
  - 1 from each of the 7 Affiliate Organizations of alPHa.
  - 1 from the Ontario Public Health Association Board of Directors (non-voting Associate)
- There are three (3) committees of the alPHa Board: Executive Committee, Boards of Health Section Executive, and COMOH Executive.

#### What is the Boards of Health Section Executive Committee of alPHa?

- This is a committee of the alPHa Board of Directors comprising seven (7) *Board of Health representatives*.
- It includes a Chair and Vice-Chair who are chosen by the Section Executive members; and
- Members of the Section Executive attend all alPHa Board meetings and participate in teleconferences throughout the year.

#### How long is the term on the Boards of Health Section Executive/alPHa Board of Directors?

- A full term is two (2) years with no limit to the number of consecutive terms.
- Mid-term appointments will be for less than two years.

#### What is the time commitment for a Section Executive member/Director of alPHa?

- alPHa Board meetings are held four (4) times a year; a fifth and final meeting is held at the June *Annual Conference*.
- Boards of Health Section Executive Committee teleconferences are held five (5) times throughout the year.
- The Chair of the Boards of Health Section Executive participates on alPHa Executive Committee teleconferences that are held five (5) to ten (10) times a year. Other ad hoc meetings may be held.

#### Are my expenses as a Director of the alPHa Board covered?

- Any travel expenses incurred by an alPHa Director during Association meetings are *not* covered by the Association but are the responsibility of the Director's sponsoring health unit.

How do I stand for consideration for appointment to the alPHa Board of Directors?

- Submit a completed Form of Nomination and Consent along with a biography of your suitability for candidacy (maximum 200 words) and a copy of the motion from your Board of Health supporting your nomination to alPHa by **Wednesday, June 7, 2023 at 4:30 pm. Candidates are encouraged to submit their documents well in advance of the deadline in order to ensure they have a complete application package. Only complete package can be considered for appointment.**
- **All nominees are required to attend and participate in the alPHa Boards of Health Section Executive Elections on June 14, 2023.**

Who should I contact if I have questions on any of the above?

- Loretta Ryan, Executive Director, alPHa, 416-595-0006 ex. 222, email: [loretta@alphaweb.org](mailto:loretta@alphaweb.org).

**Appendix to Nomination and Consent Form – aPHa Board of Directors 2023-2025**

<p><b>North West Region</b> Boards of health in this region include:</p> <p>Northwestern Thunder Bay</p>	<p><b>North East Region</b> Boards of health in this region include:</p> <p>Algoma North Bay Parry Sound Porcupine Sudbury Timiskaming</p>
<p><b>Central East Region</b> Boards of health in this region include:</p> <p>Durham HKPR Peel Peterborough Simcoe Muskoka York Region</p>	



Association of Local  
**PUBLIC HEALTH**  
Agencies

**FORM OF NOMINATION AND CONSENT**

*alPHa Board of Directors 2023-2025*

\_\_\_\_\_, a Member of the Board of Health of  
(Please print nominee’s name)

\_\_\_\_\_, is HEREBY NOMINATED  
(Please print health unit name)

as a candidate for election to the alPHa Board of Directors for the following Boards of Health Section Executive seat from (*choose one using the list of Board of Health Vacancies on previous pages*):

- North East (2- year term)
- Central East (2-year term)
- North West Region (2-year term)

**SPONSORED BY:**

1) \_\_\_\_\_  
(Signature of a Member of the Board of Health)

2) \_\_\_\_\_  
(Signature of a Member of the Board of Health)

Date: \_\_\_\_\_

I, \_\_\_\_\_, HEREBY CONSENT to my nomination  
(Signature of nominee)

and agree to serve as a **Director of the alPHa Board** if appointed.

Date: \_\_\_\_\_

**IMPORTANT:**

1. Nominations close on **Wednesday, June 7, 2023 at 4:30 pm**, and must be submitted to alPHa by this deadline.. **Candidates are encouraged to submit well in advance of the deadline in order to ensure they have a complete application package.**
2. A **biography** of the nominee outlining their suitability for candidacy, as well as a **motion passed by the sponsoring Board of Health** (i.e. record of a motion from the Clerk/Secretary of the Board of Health) must also be submitted along with this nomination form on separate pages by the deadline. **There is a 200-word limit for the biography.** **Links may be included in the biography but not attachments.** **Candidates are encouraged to include a photo.**
3. Email the completed form, biography and copy of Board motion, to Loretta Ryan at [loretta@alphaweb.org](mailto:loretta@alphaweb.org).