

Washington Township Health Care District Board of Directors Policy

Title: BOARD MEETING AGENDA: CONSENT CALENDAR	
Category: Governance and General Administration	Policy No: A-015
Original Adoption Date: 05/11/22	

POLICY:

The District Clerk, in cooperation with the Chief Executive Officer and the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors in accordance with the Ralph M. Brown Act.

A Consent Calendar may be developed for inclusion as an item on the meeting agenda.


- A consent calendar collects items that are approved or received without discussion. The consent calendar is intended to streamline the process for regular or routine issues that come before the Board, based on the assumptions that the item will not require discussion as it is self-explanatory and uncontroversial, for information only, and/or confirms a previously discussed issue. The consent calendar promotes good time management and endeavors to improve Board meetings.
- Information supporting all consent agenda items must be clearly identified and provided to Board members in the Board meeting packet prior to the Board meeting. Items not included in the regular Board packet will not be included on the consent calendar.
- Any Director may request that an item be removed from the consent calendar. No motion is required. Any item removed from the consent calendar will be placed appropriately elsewhere on the agenda where it can be discussed fully. The remainder of items listed on the consent calendar will remain. The Board meeting agenda must remind Board members that, upon request, an item may be removed from the consent calendar and moved to a discussion area.
- Consent calendar items are approved in full with one motion.
- A quorum must be present in order for action on the consent calendar to be binding.
- Approval of the consent calendar is to be documented in the Board meeting minutes.
- The following items may be included for approval on the consent calendar:
 - Minutes of previous Board meetings;
 - Capital Budget purchase requests, budgeted and unbudgeted;
 - Amendments to policies and procedures;
 - Amendments to Medical Staff Rules and Regulations;
 - Amendments to Medical Staff Department Manuals
 - Resolutions;
 - Appointments and re-appointments to DEVCO (Development Corporation) and CBOC (Citizens Bond Oversight Committee);


- Any decisions that don't require discussion or that have been previously discussed by the Board.

In accordance with the Ralph M. Brown Act (California Government Code §54950 through §54959), at least 72 hours in advance of all regular meetings, the agenda shall be posted electronically on the District's internet website and physically in the Washington Hospital's front lobby.

The agenda for a special meeting shall be posted at least 24 hours before the meeting in the aforementioned locations.

Approved:

DocuSigned by:

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Jeannie Yee
President

DocuSigned by:

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William Nicholson, M.D.
Secretary