

DEEP RIVER AND DISTRICT HEALTH

Terms of Reference: Fiscal Advisory Committee	
Original Date: 2017-02-09	Policy Manual: Governance
Approved by: <input checked="" type="checkbox"/> Board of Directors <input type="checkbox"/> Chief Executive Officer <input type="checkbox"/> Chief Financial Officer <input type="checkbox"/> Chief Nursing Executive	

Purpose

Operating under the authority of the Public Hospitals Act (Ontario), the Fiscal Advisory Committee provides advice to the Board of Directors through its Resource and Audit Committee with respect to the operation, use and staffing of the organization.

Objectives

- Receive information on the organization's financial position, and provide insights into cost saving and revenue generating strategies
- Identify and recommend operational efficiencies to enhance care and services, and use of organizational resources
- Propose strategies for effective use of organizational resources to meet service demands and long term strategic goals
- Review programming, service and staffing needs and make recommends that support efficient use of resources

Membership

- Chief Financial Officer
- Chief Nursing Executive or delegate representing nurses who are managers
- Non-union staff representative
- ONA representative
- OPSEU Support representative
- OPSEU Paramed representative
- Physician (as appointed by COS)
- President and CEO
- Board Chair or Designate
- Patient Representative
- Fiscal Advisory experts may be added as the need arises to facilitate or achieve and advise on the work of this committee at the call of the Chair.

Chairperson

- A Chairperson will be appointed by the Chair of the Board, from the Board of Directors.

Recorder

- Executive Assistant

Terms of Appointment

- Based on position

Quorum

- A majority of Members (50% plus 1) entitled to vote shall constitute a quorum.

Frequency of Meetings

- The Committee will meet a minimum of once a year, or at the call of the Chair.
- The length of each meeting shall not normally exceed one and a half hours.

Circulation

- Minutes will be circulated to all Committee members with the forthcoming agenda - no less than seven days prior to the meeting.
- All minutes and agendas will be posted electronically in the document management system.

Reporting Relationship

- The Committee reports to the Resource and Audit Committee of the Board of Directors.

Confidentiality

- In the course of Committee business, confidential information about staff and/or patients and/or residents may become known to Committee Members. Members have the responsibility to keep such information confidential.

Reference Documents	<ul style="list-style-type: none"> • Public Hospitals Act of Ontario (December 2016)
Acknowledgements	<ul style="list-style-type: none"> •
Review Process	<ul style="list-style-type: none"> • Fiscal Advisory Committee – 2024-11-13 • Resource and Audit Committee – 2024-11-15 • Governance Committee – 2024-12-06
Revision Approval Date	<ul style="list-style-type: none"> • Board of Directors - 2024-12-17