

Health Care Foundation
COMMUNITY ADVISORY COMMITTEE (CAC)
Minutes of the Nominating Committee Meeting Held
Thursday, June 8, 2017 at 12:00 p.m. (noon)

Location: The Health Care Foundation of Kansas City
Two Pershing Square, 2300 Main Street, Suite 304, Jonas Board Room
Kansas City, Missouri 64108

Attendance

Nominating Committee Members in Attendance: Dan Shea, Chair; Dee Ann Bowles; Art Chaudry; Niki Donawa; and Josephine Njoroge

Nominating Committee Members Unable to Attend: Brian Geary (with notice) and Terry Trafton (with notice)

HCF Associates Present: Bridget McCandless, MD President/CEO; Nancy Pfromm, Governance Assistant (Consultant); and Victoria McNack, Administrative Assistant

Guests: None

Meeting Called to Order

Dan Shea, Chair, called the meeting to order at 12:09 p.m.

Nominating Process and Timeline Overview

Chair Shea provided an overview of this year's nominating timeline and noted the following key dates:

- The HCF Board application will open on July 1st and close on August 31st
- Board candidates will interview with the CAC Nominating Committee on one of the two scheduled interview days: Tuesday, October 3rd or Wednesday, October 4th between 8:00 a.m. and 4:00 p.m.
- This committee will provide a recommended slate of at least fourteen (14) candidates to the CAC for their approval at the November 9th meeting
- The Board of Directors will interview and elect seven (7) candidates from the recommended slate at their annual meeting to be held on December 13th
- The CAC will then host a teleconference on the following date, December 14th, to ratify the election.

HCF Board continues to need representatives with community knowledge, investment and audit acumen, women, people of color (particularly Hispanic and Asian), and rural representation.

The CAC is required to present a slate consisting of at least two qualified candidates per open seat on the board. One board resignation, two term expirations, and four incumbents equates to seven opens seats; therefore, this committee will recommend a slate of 14 candidates to fulfill the conditions set forth in the HCF bylaws. Geographic requirements allow up to seven Kansas directors to serve on the board. There are currently 7 board members from Kansas, two of whom are incumbents.

Review of Interview Questions for Incumbents and External Applicants

Chair Shea provided an overview for new committee members regarding the events of the preliminary interviews. Due to the oftentimes full schedule of interviews, the interaction with candidates remains scripted and the questions are provided in advance.

The committee revised the interview questions for incumbent and external applicants. The revised questions have been included in Appendix A. Committee members also provided positive feedback regarding the new format of supporting interview materials.

Clarification of Interview Process and Roles/Requirements of Nominating Committee

Candidate Ranking Process

After all interviews are complete, the committee will rank the candidates utilizing a revised version of the ranking sheet. The aggregate averages of candidate rankings will be provided to the board prior to final round of interviews to aid in the decision-making process.

Telephone Interview Protocol

Technical issues are a topic of concern when it comes to conducting interviews via telephone. The committee agreed that phone interviews are allowable; however, an in-person interview is highly encouraged unless otherwise impossible. It was recommended that the interview dates be included on the application as well to allow candidates ample time to make calendar adjustments if needed.

Clarify Deliverables for Upcoming CAC and Board Meetings

This committee will need to provide the recommended slate of fourteen candidates at the November 9th CAC meeting at which point the CAC will ratify this recommendation. The board requests that the two early vacancies created by the recent resignation of Julie Meyer and Kimberly Young be filled by the regular nominating process this year. Current HCF Board members will then have an opportunity to review the video-recorded interviews and candidate application materials prior to their annual meeting on December 13th.

Josephine Njoroge moved that the aforementioned board vacancies be filled through the regular nominating process. Dee Ann seconded and the motion was approved by unanimous voice vote.

Old Business

None

New Business

None

Announcements

None

Meeting Adjourned

The meeting was adjourned at 12:40 p.m.

Appendix A

Board Applicant Interview Questions

External Applicant

1. Why are you interested in serving on the Board?
2. Please share with the Nominating Committee the specific talents, skills, interests or experience(s) that you feel you bring to the Board and the impact they may have. What do you consider your challenges and how do you think they could affect your Board service?
3. Having read the HCF Guiding Principles, please explain what principle(s) you feel is/are the most important for the foundation to be successful.
4. In your opinion, what are the functions of the HCF Board?
5. Based on your research, what has been the most impactful act of the HCF Board? Are there areas/issues in which the Board should take a leadership role to promote quality health among the underinsured?
6. Outside of HCF, what significant trend, event, or program in the past 5 years has had the most impact on the health system in our area?
7. Any additional board service and/or experience?

Incumbent Applicant

1. Why do you wish to continue serving on the HCF Board?
2. Please share with the Nominating Committee the specific talents, skills, interests or experiences that you feel you bring to the Board.
3. What do you feel has been your most significant contribution to the HCF Board?
4. Reflecting on your HCF Board term, what would you do differently in your role on the Board if elected to serve an additional term?
5. What are you most proud of that the HCF Board has done?
6. Based on your service to date, what challenges do you see facing the Foundation or the health system in general? How can the HCF Board address those challenges?