

# **The Community Advisory Committee (CAC)**

## **Minutes of the Meeting of the Nominating Committee Held May 6th, 2014**

On the 6th day of May, 2014, at 8:30 am, at the Pioneer Campus of Penn Valley Community College, 2700 East 18<sup>th</sup> Street, Suite 211, Jonas Board Room, Kansas City, Missouri, was held a meeting of the **Nominating Committee** of The Community Advisory Committee (CAC), a Missouri not-for-profit corporation.

### **Attendance:**

#### **Nominating Committee of the Community Advisory Committee (CAC) Members**

##### **Present:**

Terry Thompson, Chair  
Melissa Harmon  
Harry Jonas, M.D.

Jill Kanatzar  
Dan Shea

**Nominating Committee Members Not Present:** Josephine Njoroge (notified CAC prior to meeting of inability to attend)

#### **Health Care Foundation of Greater Kansas City (HCF) Board Members and**

**Associates Present:** Bridget McCandless, President/CEO; Trese Booze, Administrative Assistant; Karen Waller, Administrative Assistant

**Others Present:** None

Terry Thompson, Nominating Committee Chair, called the meeting to order at 8:38 am.

**HCF Board Nominees:** Chair Thompson shared that the HCF Board of Directors had a resignation earlier in the year and noted the Nominating Committee would need to submit candidates for that open position.

Dr. Bridget McCandless, HCF CEO, informed committee members that Dr. Susan Wilson received a work promotion and resigned from HCF's Board in order to commit her time to her new position. Dr. McCandless stated she had contacted nominees who interviewed with the Board in February, but were not elected to serve, to see if they would be willing to submit their names for consideration for the open position. Two prior nominees elected to put their names forward. Chair Thompson stated both nominees are highly qualified to serve on HCF's Board of Directors.

Dr. McCandless explained that the Nominating Committee will need to present the slate to the full CAC Board, and if approved, nominee information will be provided to HCF Board members prior to the June election. The HCF Executive Committee will decide how the candidates will be interviewed.

Chair Thompson asked for a motion to approve the slate. Dr. Jonas made the motion, Jill Kanatzar seconded and the slate was approved via unanimous voice vote.

**Nominating Committee Timeline:** Jill Kanatzar expressed that the election timeframe needed to be reviewed due to the length of the election process. Committee members discussed possible changes in the time line. Ms. Kanatzar asked at which meeting the HCF Board would elect new members. Dr. McCandless said the HCF Board election has been held in February the past few years. She also talked about possible holiday conflicts if the slate is presented and election is held in December. Ms. Kanatzar stated that the nominee information could be provided to the HCF Board electronically rather than the courtesy presentation at a Board meeting so the candidates can be interviewed at the December HCF Board meeting.

Committee members selected Tuesday, October 7<sup>th</sup> and Thursday, October 9<sup>th</sup> as applicant interview dates.

**Board Application:** Chair Thompson asked if anyone had any suggested changes to the HCF Board application. Dr. McCandless stated she would like to expand on the time obligations required to serve on the Board and to include information about HCF's conflict of interest policy. She said she would draft wording to be included in the application. Dr. McCandless stated she would like to add a link to the CAC annual Performance Review to the Board application to provide additional information for potential Board candidates. Revisions to the application questions were also requested.

The committee reviewed the election process and determined to publicize the application on July 1<sup>st</sup> with the application deadline being August 30<sup>th</sup>. Chair Thompson asked for a motion to accept the application dates. Melissa Harmon made the motion, Jill Kanatzar seconded, and the application dates were approved via unanimous voice vote.

**Review of Interview Questions:** Committee members reviewed interview questions used in prior years and made several changes to both the questions for outside candidates and incumbents. Dan Shea said he felt that there was a good mix of

questions and would like to add a question to ask outside applicants if there are any areas or issues they would like to see the HCF Board address.

**Open Board Positions:** Chair Thompson explained that there will be seven open positions for the 2015 HCF Board of Directors. He noted that four current Board members will term out and three current Board members can reapply for a second term. Dr. McCandless stated that all the open positions are held by members who reside/work in Missouri and it was explained that six of the seven new Board members elected must be from Missouri and one could be from either Kansas or Missouri. It was also noted that all seven positions could be filled by persons from Missouri because the current Board meets the Kansas residency requirements.

Chair Thompson shared that at least two nominees have to be submitted to the HCF Board for each open position. Dr. McCandless spoke about perhaps revising HCF and CAC bylaws in the future to require only one nominee per incumbent Board applicant and two nominees per termed out Board members seats. This would shorten the time required for the HCF Board interview process.

Dr. McCandless expressed that the HCF Board is in need of new members with investment expertise.

**New Business:** Chair Thompson noted that the Nominating Committee elected to revise the HCF Board application and interview questions today. Dr. McCandless stated she and staff will work on these and send the changes to the Nominating Committee for review in the near future.

Chair Thompson asked if anyone had any additional comments or questions.

There being no further committee business Chair Thompson asked for a motion to adjourn the meeting. Jill Kanatzar made the motion, Melissa Harmon seconded, and the motion was approved via unanimous voice vote. The meeting adjourned at 9:37 a.m.

**No future Nominating Committee meeting is scheduled at this time.**