

<b>Hospice Wellington Ad Hoc Working Group for Equity, Diversity &amp; Inclusion (EDI)</b>	
<b>By-law Reference</b>	<p><i>1.04 General Rules for Committees</i></p> <p><i>All other Committees of the Board shall be prescribed or confirmed by the Board of Directors.</i></p> <p><i>With the exception of the Executive Committee, no Committee shall have authority to bind the organization for the payment of money or the performance of any contract or the carrying out of any obligation or duty.</i></p> <p><i>Subject to the direction of the Board of Directors, Committees may meet for the transaction of business, monitoring, and regulating the Committees and programs as they see fit.</i></p>
<b>Purpose</b>	<p>The EDI Working Group (EDIWG) is a limited term <i>ad hoc</i> working group formed to provide the Governance Committee with an assessment of the current EDI board environment, to recommend any changes to Hospice Wellington Board policies and procedures, values, and culture, and to recommend best practices to the Nominating Committee for future Board and Committee member recruitment.</p>
<b>Objectives</b>	<p>Review best practices for not-for-profit board governance on EDI.</p> <p>Develop recommendations on strategies, resources, activities, and policies to be considered by the Governance Committee and Board of Directors to address EDI at the board level and board governance policies and practices.</p> <p>Make recommendations for recruitment to Board and Committee positions using EDI best practices, while maintaining a diverse skills matrix to ensure ongoing Board and Committee leadership and good governance.</p>
<b>Membership</b>	<p>The EDIWG membership will be determined in consultation with the Governance Committee. The Chair of the Board will receive all EDIWG packages and materials and will be invited to attend and speak at its meetings. The Executive Director and Director of Operations are key staff resources.</p> <p>Membership includes:            Joan Eaglesham, Director            Denyse Guy, Director            Jane McKinnon-Wilson, Director            Past Chair/Chair, Nominating            Two Community Members (up to)</p> <p>Note: Chair of the Board may attend the working group meetings as an <i>ex officio</i> member. Due to the timing of the EDIWG’s work and the transition to a new Board Chair, the outgoing and incoming Board Chairs may both attend meetings until transition to the new board Chair is complete.</p>

<b>Chair</b>	Denyse Guy															
<b>Quorum</b>	50% + 1															
<b>Resources</b>	Executive Director Director of Operations															
<b>Reporting</b>	<p>The EDIWG shall report to the Governance Committee on an as-required basis. It will also provide an update to the Nominating Committee as to its progress on a periodic basis.</p> <p>The EDIWG will submit a report with recommendations for approval of the Governance Committee by November 11, 2021.</p>															
<b>Term</b>	The EDIWG will be terminated upon approval of recommendations by the Governance Committee.															
<b>Frequency of Meetings</b>	<p>Monthly</p> <p>Timelines</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Milestone</th> </tr> </thead> <tbody> <tr> <td>Meeting TBD</td> <td>TBD</td> </tr> <tr> <td>Meeting TBD</td> <td>TBD</td> </tr> <tr> <td>Meeting TBD</td> <td>TBD</td> </tr> <tr> <td>November 11, 2021</td> <td>Recommendation to Governance Committee</td> </tr> <tr> <td>January 13, 2022</td> <td>Recommendation to Board of Directors</td> </tr> <tr> <td>January 26, 2022</td> <td>Recommendation to Nominating Committee</td> </tr> </tbody> </table>		Date	Milestone	Meeting TBD	TBD	Meeting TBD	TBD	Meeting TBD	TBD	November 11, 2021	Recommendation to Governance Committee	January 13, 2022	Recommendation to Board of Directors	January 26, 2022	Recommendation to Nominating Committee
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