2.1 SIERRA KINGS HEALTH CARE DISTRICT
EXECUTIVE LEADERSHIP
POLICIES AND PROCEDURES

EXECUTIVE DIRECTOR POWERS AND LIMITATIONS – The Executive Director shall exercise powers and limitations as defined by the Sierra Kings Health Care District (referred to as the District).

PURPOSE:
The purpose of this policy is to specify the powers and limitations to be possessed by the Executive Director while managing the implementation of District business.

POLICY & PROCEDURES:
In order to meet its organizational objectives, the Board of the District employs an Executive Director. The Executive Director is the chief executive of the District and is provided the responsibility and authority to carry out District duties and supervise District staff in the performance of the same. It is the policy of the District to bestow the following on the Executive Director:

Powers:
The Executive Director is authorized to take all actions, and develop all activities, that conform to Board policy. The Executive Director shall keep the Board fully informed of all District activities and actions. Only the Board has authority over the Executive Director.

The Executive Director shall be responsible for the establishment and maintenance of positive relationships between the Board, Committees, and all appropriate community groups and organizations. The Executive Director shall be responsible for fulfilling the duties and responsibilities as per District Policy No. 2.3 - Executive Leadership.

Restraints:
The Executive Director shall not perform, allow, or cause to be performed any act which is unlawful and shall not perform, allow, or cause any practice, organization circumstance, activity, or decision that is either imprudent or in violation of commonly accepted business or professional ethics. The Executive Director shall be responsible for implementing all District policies. The Executive Director shall not take any actions that are contrary to District policy. Accordingly, the Executive Director shall ensure:

1. Staff shall not be subjected to unlawful treatment or conditions as per District Policy No. 2.5 – Employee Relations.

2. Budgeting any fiscal year shall not deviate from District policies or risk fiscal jeopardy as per District Policy No. 4.1 – Annual Budgetary Process.

3. Assets may not be inadequately maintained, unnecessarily risked, or unprotected as per District Policy No. 4.5 - Investment

4. Actual financial conditions and performance shall not incur jeopardy or compromise District policies.

5. Staff compensation and benefits shall not deviate materially from market value.
6. District records will not have significant gaps in timelines, accuracy, or completeness.

Written: May 19, 2020