2.4 SIERRA KINGS HEALTH CARE DISTRICT
EXECUTIVE LEADERSHIP
POLICIES AND PROCEDURES

COMMUNICATION AND SUPPORT – The Executive Director shall ensure open lines of communication with the Sierra Kings Health Care District (referred to as the District).

PURPOSE:
The purpose of this policy is to specify the types of information that the Board requires the Executive Director to communicate to the Board.

POLICY & PROCEDURES:
It is the policy of the District that, with respect to providing information to the Board, the Executive Director may not permit the Board to be uninformed. Accordingly, the Executive Director may not:

1. Neglect to submit data, documents, and/or statements required by the Board in a timely, accurate, and understandable fashion.

2. Let the Board be unaware of relevant trends, anticipated negative media coverage, and material external and internal changes, particularly changes in assumptions upon which any Board policy has previously been established.

3. Fail to advise the Board if, in the Executive Director's opinion, the Board is not in compliance with its own policies on governance, particularly in the case of Board behavior which is detrimental to the working relationship between the Board and the Executive Director.

4. Fail to inform the Board of staff and external points of view, issues, and options as needed for fully informed Board decisions.

5. Present information to the Board in unnecessarily complex or lengthy form.

6. Fail to provide a mechanism for official Board, officer, or Standing Committee communications.

7. Fail to deal with the Board as a whole except when:
    a. Fulfilling individual requests for information, or
    b. Responding to officers or Standing Committees duly charged by the Board.

8. Fail to report in a timely manner an actual or anticipated noncompliance with a policy of the Board.

Written: May 19, 2020