



*Saskatoon
Community
Clinic*

Community Health Services (Saskatoon) Association Ltd.

455 Second Avenue North, Saskatoon, Saskatchewan S7K 2C2 Phone 306-652-0300 Fax 306-664-4120

Communications Committee

Candidate's Package

2023 Annual General Meeting



Community Health Services (Saskatoon) Association Ltd.

May 1, 2023

Thank you for your interest in standing for election to the Community Health Services (Saskatoon) Association Communications Committee. The Nominations Committee asks that you review this package and, if interested, complete the included form.

There will be an election for one Communications Committee member position at the 2023 Annual General Meeting to be held virtually on **Wednesday, June 14**.

The Communications Committee Terms of Reference and related background information are attached.

You must be a member of the CHSA to be eligible to run for the Communications Committee. If you are not a member, you must apply by **Friday, May 26 at 4 p.m.** in order to be eligible to stand for election. If you are not a member, please contact Board Secretary Hazel Javier at (306) 664-4240 or hjavier@communityclinic.ca who will facilitate your membership being processed and approved.

The Nominating Committee asks candidates to inform us of their intentions by **May 31**. This allows us to be able to share your candidacy in the meeting package we send out to AGM registrants in advance of the meeting. Early applications are appreciated for this reason, but we can receive nominations up until the time of the election.

The information you provide in your application will be used and disclosed for CHSA election and post-election purposes. It will be made publicly available as required for these purposes. By completing the attached forms and filing your nomination and all required documents, you consent to the use of your provided information by the CHSA for, including but not limited to, distribution to members, employees and other members of the public as well as publication in newsletters, website, reports, meeting materials and other documents. All sections of the forms need to be completed for the nomination to be processed.

Please feel free to contact me if you have any questions at (306) 664-4243. You can also discuss your nomination with Hazel Javier, Board Secretary.

Sincerely,

Danielle Chartier
Member and Public Relations Director



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STRATEGIC PLAN 2020-2025

Community Health Services (Saskatoon) Association Ltd.

Approved by CHSA Board, May 25, 2020

Vision

Healthy people in a healthy community.

Mission

Excellence and innovation in co-operative primary health care.

Values

Collaboration – Our community's health needs are best met by active collaboration between people, health care providers and partnering organizations.

Accountability – As a publicly-funded organization we are accountable for the effective use of resources and we are committed to sustaining a strong co-operative for the future.

Engagement – People are engaged in decisions about our services and empowered to support their own health.

Equity – A healthy, just, and vibrant community is created when everyone's health and social needs are met.

People Centred – We are respectful of, and responsive to individuals and communities.

Strategic Directions

Team Delivered – Working collaboratively in interdisciplinary teams within a supportive workplace, our broad range of skilled professionals are fully engaged in serving people's needs.

Value Focused – Working and growing to our full potential, we are leaders in sustainable co-operative primary health care.

Community Driven – A healthy community is created where health and social needs are met and individuals are supported and empowered to participate in their own health management.

Quality Care – We provide an excellent care experience, timely access and strive for continuous improvement.

Goals

<p>Quality Care</p>	<ul style="list-style-type: none"> • We will improve timely access to service for existing and new patients. • We will develop program planning and evaluation frameworks that support organizational goals. • We will provide safe, quality care that encompasses the client's physical, mental and cultural goals. • We will continuously seek to improve the quality of care we provide and the patient experience. • We will promote wellness and strengthen the prevention and management of chronic diseases.
<p>Team Delivered</p>	<p>We understand the definition of team as both the interdisciplinary team with the organization but also the interagency groups we are a part of and work with.</p> <ul style="list-style-type: none"> • We will be the employer of choice and will provide a work environment valued by staff, volunteers, and students. <ul style="list-style-type: none"> ○ This will be achieved through creating a learning environment for staff, board, students and volunteers. ○ We will increase leadership capacity and structures at all levels of the organization. ○ We will improve interdisciplinary and multidisciplinary teamwork and the cross functionality of teams. • We will focus on community partnerships to meet community needs <ul style="list-style-type: none"> ○ We will work to achieve clear, transparent, and equitable relationships with our community partners.
<p>Value Focused</p>	<ul style="list-style-type: none"> • We will strengthen and revitalize our co-operative by increasing our membership <ul style="list-style-type: none"> ○ This will be achieved by clearly articulating our unique value proposition for members, patients and community. ○ Our membership will be actively engaged in the co-operative through multiple channels. • We will be financially secure and have the resources we need to enable program and capital developments. <ul style="list-style-type: none"> ○ This will, in part, be achieved through the growth in the pharmacy. ○ We will ensure that partnerships that have a financial contribution are fair and equitable to all parties involved (e.g., One Roof).
<p>Community Driven</p>	<ul style="list-style-type: none"> • We will offer comprehensive primary health services focused on community needs with an emphasis on vulnerable populations. <ul style="list-style-type: none"> ○ This will be achieved through our continued commitment to the implementation of the Recommendations of the Truth and Reconciliation Commission and using a harm reduction, trauma informed approach to care. ○ We will continue to work with community and various stakeholder groups. • Recognizing that healthy public policy and adequate funding is critical to supporting the health and well-being of people in our community, we will undertake advocacy and government relations strategies to: <ul style="list-style-type: none"> ○ Increase support for and strengthen co-operative primary health care services and programs; ○ Preserve and enhance publicly funded health care; and



BOARD OF DIRECTORS POLICIES
Community Health Services (Saskatoon) Association Ltd.

Policy Name: Member Communications Committee, Terms of Reference
Policy Type: Governance Process

Policy Number: GP-6.4
Date Approved: June 23, 2020
Date Last Revised:
Date Last Reviewed:



- 6.4.1. The purpose of the Member Communications Committee is to:
 - 6.4.1.1. Ensure that cooperative principles and traditions are embedded in member communications
 - 6.4.1.1. Recommend communications strategies that strengthen member engagement
 - 6.4.1.1. Support the Board of Director's strategic planning process in order to foster the relationship between the Co-operative Association and its members
 - 6.4.1.1. Provide advice on overall communication strategies to ensure integration between member and public communications

- 6.4.2. Authority: The committee reports to the members at the Semi-Annual Meeting and the Annual General Meeting and to the Board between those membership meetings.

- 6.4.3. Composition:
 - 6.4.3.1 Three members of the Co-operative Association elected by the members for two-year terms.
 - 6.4.3.2 Terms expire on the date of the Co-operative Association's annual meeting
 - 6.4.3.3 No member may serve more than three consecutive two-year terms
 - 6.4.3.4 The expiry date of committee member terms will be staggered to ensure an overlap of committee members
 - 6.4.3.5 The Chairperson of the Values Committee serves as ex officio on the Committee
 - 6.4.3.6 The Member and Public Relations Director and Executive Director will be invited to all committee meetings and participate, as required, to ensure operational requirements are addressed

- 6.4.4. Committee Chairperson:
 - 6.4.4.1 The Chairperson will be a member of the committee chosen by the committee members
 - 6.4.4.2 The role of the Chairperson is to:
 - 6.4.4.2.1 Chair committee meetings
 - 6.4.4.2.2 Provide leadership
 - 6.4.4.2.3 Prepare committee agendas in consultation with the MPR Director

- 6.4.5. Responsibilities:
 - 6.4.5.1 The responsibilities of the committee are to:
 - 6.4.5.1.1 Identify and recommend communication strategies, actions and topics to communicate with members, potential members and the community
 - 6.4.5.1.2 Identify in consultation with the Board, members and staff issues, trends and concerns of interest to our audiences
 - 6.4.5.1.3 Assist with planning and evaluating member communications
 - 6.4.5.1.4 Provide support for member directed communication vehicles including in the following areas:
 - 6.4.5.1.4.1 editorial policy
 - 6.4.5.1.4.2 content, design and distribution
 - 6.4.5.1.4.3 themes and topics
 - 6.4.5.1.4.4 content of special interest to members and potential members
 - 6.4.5.1.4.5 soliciting, writing and editing copy
 - 6.4.5.1.5 Provide advice on communication vehicles directed to the public, for example, website, social media and annual report
 - 6.4.5.1.6 Orient new members to the committee including familiarizing members with co-operative values and traditions

- 6.4.6 Meetings: Quarterly or at the call of the chairperson.



Community Health Services (Saskatoon) Association Ltd.

Communications Committee Nomination Form

First and Last Name: _____

E-mail: _____

Mailing Address: _____

Phone number: _____

Are you a Member: Yes or No

Provide a 250-word or less candidate statement. Include: reasons for seeking election and relevant background that you would bring to the position.

Names and contact information for two nominators who are members of the Community Health Services (Saskatoon) Association Ltd.

Nominator 1:
Name: _____

Nominator 2:
Name: _____

Phone number: _____

Phone number: _____

Submit via email or mail before May 31 to ensure inclusion in AGM mailout to members:

Address: Nominating Committee
c/o Hazel Javier, Board Secretary
Saskatoon Community Clinic
455 2nd Avenue North
Saskatoon, SK S7K 2C2

E-mail: hjavier@communityclinic.ca

Date of Annual General Meeting: June 14, 2023

Thank you for your interest!

Please contact the Member and Public Relations Director or the Board Secretary if you have any questions or require additional information.