INTRODUCTION

The Board evaluation process is designed to provide Directors with an opportunity to examine board effectiveness and make suggestions for improvement. The questionnaire is intended to be a tool that will engage directors in an open and constructive dialogue about its performance and allow the Board to identify where it needs to improve its performance.

PROCESS

In October each Director will be asked to complete the questionnaire. An independent, unrelated facilitator, will summarize the input of the Directors on a confidential basis and review the summary with the Board. A special session will be convened in November for a full and comprehensive discussion of Board performance and next steps for improvement.

SECTION A – BOARD ORGANIZATION

1. Do you think the Board has an appropriate balance of skills, experiences and backgrounds?  
   Yes ☐  Somewhat ☐  No ☐

2. Do you think the Board calendar is organized effectively with respect to the number of meetings, timing of each meeting and location?  
   Yes ☐  Somewhat ☐  No ☐

3. Do you think the Board has the appropriate number and type of committees in place?  
   Yes ☐  Somewhat ☐  No ☐

4. Do you think the Board orientation program provides Directors with the appropriate depth and breadth of information?  
   Yes ☐  Somewhat ☐  No ☐
   What other information would be of value?

NAME: ___________________
5. Do you believe the Board and Committees’ terms of reference provide an appropriate framework for the Board’s responsibilities?

   Yes ☐   Somewhat ☐   No ☐

6. Do you think Board and Committees’ practices reflect the terms of reference?

   Yes ☐   Somewhat ☐   No ☐

7. Do you think Board and Committee members have sufficient expertise and knowledge to ask key questions, challenge management and make a judgment about the level of performance?

   Yes ☐   Somewhat ☐   No ☐

8. Are you satisfied with the opportunities for education (both internally within VIHA and externally), in keeping with your responsibilities, that you have been afforded as a Director?

   Yes ☐   Somewhat ☐   No ☐

SECTION B – BOARD & COMMITTEE MEETINGS & MATERIALS

9. Do you think Board and Committee meetings are properly focused on significant matters such as strategy and policy?

   Yes ☐   Somewhat ☐   No ☐

10. Are the right things placed on the agendas?

    Yes ☐   Somewhat ☐   No ☐
11. Do you believe Board and Committee meetings allow sufficient time to discuss the business at hand?  
   Yes ☐  Somewhat ☐  No ☐  

12. Do you think Board and Committee meetings allow for candid, constructive discussion and critical questioning?  
   Yes ☐  Somewhat ☐  No ☐  

13. Do you consider presentations at Board and Committee meetings to be generally of the appropriate length and content?  
   Yes ☐  Somewhat ☐  No ☐  

14. Do you find that pre-meeting materials clearly identify the significant issues, trends or developments for the Board or Committee’s consideration?  
   Yes ☐  Somewhat ☐  No ☐  

15. Do you think that pre-meeting materials provide appropriate context and background information to support informed decision-making?  
   Yes ☐  Somewhat ☐  No ☐  

16. Do you find that pre-meeting materials are received in sufficient time to allow for adequate preparation?  
   Yes ☐  Somewhat ☐  No ☐  

SECTION C – INTERACTION WITH MANAGEMENT  
17. Do you think Board meetings enable Directors to  
   a) seek and obtain sufficient input from Management to support effective Board decision-making?  
   Yes ☐  Somewhat ☐  No ☐  

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b) provide advice and counsel to the Chief Executive Officer?  

Yes ☐  Somewhat ☐  No ☐

18. Do you think the Board and management understand and respect each other’s roles?  

Yes ☐  Somewhat ☐  No ☐

19. Do you think the process for monitoring and evaluating the Chief Executive Officer’s performance is satisfactory?  

Yes ☐  Somewhat ☐  No ☐

20. Do you think the processes for reviewing Management compensation and succession planning are satisfactory?  

Yes ☐  Somewhat ☐  No ☐

21. Do you believe Directors receive sufficient exposure to or information regarding Succession Plan candidates?  

Yes ☐  Somewhat ☐  No ☐

22. Do you think Directors receive appropriate information between meetings to keep abreast of significant issues, trends or developments?  

Yes ☐  Somewhat ☐  No ☐
SECTION D – INTERACTION BETWEEN BOARD/MANAGEMENT AND GOVERNMENT

23. Do you think the interaction between the Board/man- 
    management and government is appropriate?  Yes ☐  Somewhat ☐  No ☐

SECTION E - BOARD RESPONSIBILITIES & REPORTING

24. Do you have confidence that the organization is 
    functioning within federal and provincial statutes and 
    legislation?  Yes ☐  Somewhat ☐  No ☐

25. Do you believe the Board plays an effective role in the 
    strategic planning process?  Yes ☐  Somewhat ☐  No ☐

26. Do you think the operating and capital budgets 
    support the Authority’s ability to meet its strategic 
    plan?  Yes ☐  Somewhat ☐  No ☐
27. Do you think the Board has established appropriate and clear benchmarks for performance against which the strategic, health quality, human resources, operating and capital plans can be measured?  

Yes ☐  Somewhat ☐  No ☐

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SECTION F – QUALITY

28. Are you satisfied that there is a systematic approach to quality improvement for the Authority, including a quality plan that meets or exceeds best practices?  

Yes ☐  Somewhat ☐  No ☐

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29. Do you think the Board is sufficiently challenging in defining intended targets and results?  

Yes ☐  Somewhat ☐  No ☐

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30. Are you satisfied with how the Board monitors performance across all of its responsibilities, e.g. health quality, finance, human resources and accreditation?  

Yes ☐  Somewhat ☐  No ☐

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SECTION G – MEDICAL STAFF

31. Do you think management has appropriate systems in place to ensure physicians are meeting practice standards while performing in programs offered by the Authority?  

Yes ☐  Somewhat ☐  No ☐
32. Do you feel the on-going relationship the Board and management have with the medical staff is constructive?  
- Yes ☐
- Somewhat ☐
- No ☐

SECTION H – FINANCIAL
33. Do you think the Board receives adequate briefings on the principle risks of the organization, and on its systems for identifying, managing and monitoring such risks?  
- Yes ☐
- Somewhat ☐
- No ☐

34. Do you think management has adequate systems in place to identify, manage and monitor the principle risks of the authority, including the integrity of the authority’s internal control and management information systems?  
- Yes ☐
- Somewhat ☐
- No ☐

SECTION I – STAKEHOLDER COMMUNICATIONS
35. Do you think the authority is doing a good job of communicating effectively with government, our stakeholders (staff, physicians, volunteers, local community officials and leaders) and the public generally?  
- Yes ☐
- Somewhat ☐
- No ☐

36. Do you think the Board’s new process for engagement with stakeholders and the general public is effective?  
- Yes ☐
- Somewhat ☐
- No ☐
SECTION J – BOARD COMMITTEE FUNCTION

Identify the Board Committee(s) of which you are a member: ___________________________

If you serve as Chair of the above Committee, please check this box: ☐

37. Do you think the committee(s) is effective in carrying out its mandate?  
   Yes ☐  Somewhat ☐  No ☐

38. Do you feel the committee(s) is confronting important, meaningful issues?  
   Yes ☐  Somewhat ☐  No ☐

39. Do you feel the committee(s) is able to make collective judgments about important matters?  
   Yes ☐  Somewhat ☐  No ☐

40. Do you feel you have the knowledge and expertise to make a significant contribution and fulfill the mandate of the committee(s) you have been appointed to?  
   Yes ☐  Somewhat ☐  No ☐

   What further education/training would be valuable to you?

41. Do you have suggestions or feedback on improving the effectiveness of the Committee(s) of which you are a member?

_____________________________________________________________________________
SECTION F – GENERAL COMMENTS

42. Do you have suggestions for enhancing the level of support provided by the Board Liaison to the Board or individual Directors?

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_____________________________________________________________________________
_____________________________________________________________________________
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43. Using a scale of 1 to 5 (1=poor, 5=excellent), how would you rate overall Board performance to date? Why? Rating: __________

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_____________________________________________________________________________
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44. Do you have suggestions or feedback on the conduct of Board and/or Committee meetings in general?
45. Do you have suggestions for improving the way in which the Board functions?

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46. What suggestions or comments do you have regarding the performance of the Board Chair?

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47. What suggestions or comments do you have regarding the performance of the Committee Chairs?
48. Do you have any other comments or feedback?