

<p>Washtenaw County Community Mental Health</p>	<p><i>Policy and Procedure</i></p> <p><i>Board Member Appointment</i></p>
<p>Author: WCCMH Board of Directors Approval Date: 10-1-2015 Approved By: WCCMH Board</p>	<p style="text-align: center;"><i>Policy Type: Governance Process</i></p> <p style="text-align: right;">Number 01-009 Page: 1 of 2</p>

The following processes will be followed to ensure that the Board Member Appointment Process: is timely and transparent; maintains the integrity of potential nominees; and allows all Board members the opportunity to provide input into assessing the needs of the Board and the qualifications of candidates, and provide those observations in a confidential manner to the appointing authorities.

1. Statutory Requirements
 - a. Appointments need to be completed by March 31 of each year.
 - b. The Board of Directors is composed of 12 members, who are appointed by the Washtenaw County Board of Commissioners.
 - c. Annually, four (4) appointments are made. The term of the appointment is three (3) years.
 - d. Vacancies are to be filled by the respective entity that made the appointment of the Board member being replaced. The term of the appointment will expire in the same year as that of the Board member being replaced.
2. Procedures
 - a. October Board Meeting
 - i. Announcement of Board incumbents whose terms expire in the forthcoming year;
 - ii. Board members will discuss the skills and talents needed on the Board and will continue discussion at November Board meeting.
 - iii. Executive Committee will appoint two Board liaisons who will submit Board recommendations to the appointing entities in November.
 - b. November Board Meeting
 - i. Board members whose terms expire in the forthcoming year will be asked if they intend to reapply for their Board seat for another term.
 - ii. Board members will continue to discuss and recommend, by consensus, the desired skill sets and talents represented in a new appointee, and suggest possible individuals to apply/re-apply.
 - iii. The Board's agreed upon recommendations will be submitted in writing to the County;
 - iv. A public announcement (posting) will be made in December by the County for all positions.
 - a. December Board Meeting

