

<p>Washtenaw County Community Mental Health</p>	<p><b><i>Policy and Procedure</i></b></p> <p><i>Communication and Counsel to the Board</i></p>
<p>Author: WCCMH Board of Directors Approval Date: 10-1-2015 Approved By: WCCMH Board</p>	<p><i>Policy Type: Executive Authority</i></p> <p style="text-align: right;">Number 03-008 Page: 1 of 1</p>

With respect to providing information and counsel to the Board, the Executive Director must ensure that the Board be informed. Accordingly, he or she shall:

1. Make the Board aware of relevant trends, material external and internal changes in the assumptions upon which any Board policy has previously been established.
2. Advise the Board if, in the Executive Director's opinion, the Board is not in compliance with its own policies, particularly in the case of Board behavior which is detrimental to the work relationship between the Board and the Executive Director.
3. Ensure that new Board members receive an orientation to the organization and that education is continually provided to all Board members on issues relevant to the organization.
4. Marshal for the Board as many staff and external points of view, issues and options as needed for fully informed Board choices.
5. Avoid presenting information in unnecessarily complex or lengthy form.
6. Provide a mechanism for official Board, officer or committee communications.
7. Deal with the Board as a whole except when (a) fulfilling individual requests for information or (b) responding to officers or committees duly charged by the Board.
8. Report in a timely manner an actual or anticipated noncompliance with any policy of the Board.