

CALIFORNIA ASSOCIATION OF HEALTH  
UNDERWRITERS POLICY & PROCEDURES

POLICY TITLE: Ad Hoc Governance Committee Organization &  
Function

CLASSIFICATION: Board

POLICY NUMBER: 3016

DEPARTMENT COORDINATOR: Immediate Past President

MOTION: Bruce Benton

DATE APPROVED: September 15, 2020

AMENDED:

APPROVED BY: BOARD OF DIRECTORS

SUNSET: 2022

**PURPOSE:** To provide for the organization and function of an Ad Hoc CAHU Governance Committee, such committee serving in an advisory capacity to the CAHU Board of Directors to provide perspective and recommendations on issues relating to the governance of the Association.

**POLICY:** The CAHU President may establish an Ad Hoc Committee charged with reporting to the Board of Directors on matters regarding the governance of the Association.

**PROCEDURE(S):**

**APPOINTMENT:** The Committee shall be made up of six (6) members including the President Elect and the Immediate Past President. The CAHU President shall appoint members to the Governance Committee, subject to majority approval of the Board of Directors. Except for the President Elect and Immediate Past President, no member of the Governance Committee can be a current sitting member of the CAHU Board of Directors. The Committee will fall under the oversight of the CAHU Immediate Past President and will coordinate its activities with the CAHU President and Executive Director.

**TERM:** Except for the President Elect and Immediate Past President, terms shall be on a rotating 2-year basis. Each Committee member shall serve a two-year term until a successor has been appointed. Terms shall be staggered so that two (2) Committee members are appointed each year. To implement staggered terms, two (2) Committee members shall serve a 2-year term starting July 1, 2020. Two (2) Committee members shall serve a one-year term starting July 1, 2020.

**ASSIGNMENTS:** The CAHU President shall delineate the committee's scope, assignments, and deadline for completion (where applicable). The Governance Committee shall primarily focus on issues of governance improvements for CAHU and work with the CAHU Board of Directors and the Executive

Director on issues or topics that arise or are formally assigned to the Governance Committee. The Governance Committee will also be responsible for:

- Recommending new By-Laws to the CAHU President for discussion and approval by the CAHU Board of Directors.
- Periodically reviewing and recommending to the CAHU President amendments to the CAHU By-laws; providing guidance to the Board of Directors and Membership regarding proposed By-laws amendments, their integration into existing By-Laws, their operational and strategic impact and any possible conflicts with other CAHU Bylaws; and review any proposed amendments to CAHU Bylaws brought by local chapters.
- Ensuring that amendments to CAHU By-laws are reflected in model Chapter By-Laws and that they conform to existing CAHU Policies and Procedures and provide a structure that suits the Chapter's current and anticipated needs.
- Conducting periodic comprehensive review of CAHU Policies and Procedures that are sunsetting and proposing new P&Ps that provide a structure that suits the Association's current and anticipated needs.
- Other assignments as directed by the CAHU President.

**REPORTING:** The Committee will prepare reports on assignment finding and recommendations

**FINANCIAL IMPACT:** None