

North Central Region Caucus Election Procedures

In the *Consensus Paper: BC First Nations Perspectives on a New Health Governance Arrangement*, BC First Nations confirmed that the First Nations Health Council (FNHC) membership is regionally driven by First Nations. It is composed of fifteen members – three members appointed by each of the five regions in BC. Each region determines its own selection process for its members, including their length of term and appointment procedure.

The purpose of this document is to establish the appointment procedure for the Northern First Nations Health Council Representatives via their respective Sub-Regional Caucuses. This Regional selection process is consistent with the Terms of Reference established for the Northern Region, including specific provisions with respect to the roles, responsibilities, accountability, reporting, and termination of the FNHC regional representatives.

1 Eligibility and Competencies

To be considered as an FNHC representative, an individual must be a member of a BC First Nation from within the Sub-Region, and cannot be a Health Director or an employee of First Nations Health Authority (FNHA)

Desired qualifications for FNHC members include:

- 1.1 demonstrated leadership skills and experience
- 1.2 excellent and proven ability to engage and communicate at the community, sub-regional, regional and provincial level
- 1.3 ability to build and maintain effective relationships and partnerships, including with federal and provincial governments
- 1.4 qualities of intelligence, strategic thinking, perceptiveness, creativity, problem-solving, good judgment, maturity, collaborative approach, integrity, fairness and a high level of ethics and standards
- 1.5 time, energy, interest and willingness to serve as a member of the FNHC, including a commitment to learning and an appreciation of the significance of the work
- 1.6 reflect a philosophy and culture of trust, unity, honesty, humility, healthy living, traditional practices and teachings in operations, planning and decision-making

2. Election Process

The selection of the FNHC North Central Representative will take place at a meeting of the appropriate Northern Sub-Regional caucus as follows:

- 2.1 Any Elected Chief, Chief Councillor, or Proxy representing a First Nation from the Northern Sub-Region may nominate an eligible individual for the FNHC position. All nominations must be seconded by another Elected Chief, Chief Councillor, or Proxy representing another First Nation from the Sub-Region.
- 2.2 All nominees will ideally be physically present at the meeting in order to accept the nomination. If a nominee is not physically present they can submit a letter of interest with a resume

- 2.3 Should only one eligible individual be nominated for the position, that individual will be considered appointed by acclamation.
- 2.4 Following nominations, each eligible nominee will have a maximum of five minutes to address the sub-regional caucus.
- 2.5 A ballot election process will follow, whereby:
 - 2.5.1 Each First Nation from the Sub-Region is eligible to cast one ballot.
 - 2.5.2 Eligible voters will indicate the name of the candidate they are supporting on paper provided, and the FNHA staff in attendance will tally the results.
 - 2.5.3 There will be one ballot. The nominee with the most votes will be determined the successful candidate.
- 2.6 If it is so desired by the Sub-Region, the vote can be conducted electronically
 - 2.6.1 Nominees name will be listed on an electronic election platform.
 - 2.6.2 Link to the election platform will be sent to all Elected Chiefs, and Chief Councilors in the Sub-Region.
 - 2.6.3 There will be a period of seven business days in which the Elected Chiefs and Chief Councilors in the Sub-Region may cast their vote.
 - 2.6.4 The nominee with the most votes will be determined the successful candidate.
- 2.7 If there is a tie, a second vote will be conducted as above. If there is a second tie, the decision will be made by a coin toss. That decision will be final subject to the conditions in Paragraph 4 below.

3 Counting of Votes

Role of the Vote Counters

There will be two vote counters responsible for collecting completed ballots from Caucus participants. A third party will witness the procedure. The third party witness cannot be any person eligible to nominate or vote for any of the candidates, nor can it be one of the candidates. They will be required to perform the following steps:

- 1.1 One vote counter will collect all completed ballots and tabulate results for nominated candidates. The counting will be done in the presence of the second vote counter, and witnessed by a third party.
- 1.2 Once the initial counting is complete, the ballots are to be handed to the second vote counter for a second verification. Ballots are to be counted for nominated candidates and recorded for comparison.
- 1.3 After the second count, both vote counters are to compare results to ensure the results are correct and consistent.
- 1.4 Vote results are to be written down on the Sub-Regional Election Process for FNHC Representative, Official Vote Collection Form as per paragraph 7 of this Appendix
- 1.5 Electronic Vote Counting:
 - 1.5.1 The results from the on-line election platform will go directly to the FNHC Secretariat who will share the results per Paragraph 3.4

4 Term

The term of the FNHC representative for the North Central region will be three (3) years. A representative of the FNHC will cease his or her representation, and trigger a Sub-Regional election process as described above, if he or she:

- 4.1 Resigns from the FNHC;
- 4.2 Assumes an employment position as a Health Director or with the FNHA;
- 4.3 Misses three (3) consecutive FNHC meetings (as per the First Nations Health Council Terms of Reference paragraph 9.4);
 - 4.3.1 Excused absences
 - 4.3.1.1 In the event of a death and/or sickness of an immediate family member
 - 4.3.1.2 Under exceptional circumstances
- 4.4 Fails to comply with any applicable Terms of Reference or Code of Conduct of the Regional Caucus or the FNHC;
- 4.5 Is required to rescind their position following an evaluation process. The evaluation process will be undertaken by an ad-hoc committee of the Sub-region, assigned and dedicated to this singular task in accordance with the procedures outlines by the FNHC Secretariat and approved by the FNHC.
- 4.6 In the event that a representative resigns or is removed an election process will follow immediately.

5 Role of the Witness

- 5.1 After voting results are officially tabulated by official Vote Counters, the results and signatures are to be witnessed by a designated third party.
- 5.2 Once they have been signed off, they are to be handed to the Chair of the Sub-Regional Session for announcement.

6 Notification of Results

- 6.1 Voting results are to be announced immediately to Caucus Members, once they have been verified by vote counters.
 - 6.1 Results will be captured in the official meeting minutes, and distributed electronically to the Sub-Regional Caucus Members.
- 6.2 After the notification of the results there needs to be a motion passed to accept the results and a motion passed to destroy the ballots.