

VHA Board Self Evaluation 2022 Action Items

Status as of 1/25/23

Activity / Status / Assigned Person(s) / Comments

1. In the Board Mandate/Policy Sources, rename "Executive Committee" to "Executive Board"
Completed & Board Approval 12/21/22 Karl Arps, Joan Sullivan
2. Under the guise of Policy Maintenance, VHA Policy 1.3 "Regional Span of Control, under "Leadership", remove "Regions are led by Regional Directors"
Completed & Board Approval 12/21/22 Karl Arps, Joan Sullivan
3. Draft and finalize a Committee Charter for VHA Nominating Committee
Completed & Board Approval 12/21/22 Karl Arps, Joan Sullivan
4. Identify who will train/orient new Board Members - proposed to be member of Nominating Committee - Incorporate into Charter
Completed & Board Approval 12/21/22 Karl Arps, Joan Sullivan
5. Draft and finalize position descriptions for VHA Officers, e.g., President, Executive Vice President, Note: Treasurer, Secretary, and Neighborhood Rep descriptions provided for info only
Completed & Board Approval 12/21/22 Karl Arps and Joan Sullivan to coordinate
6. Determine contents and update Board Member Training Packet (both printed and digital)
Completed & Board Approval 11/16/22 Russ D'Emidio, Joan Sullivan
7. Draft list of VHA Program and Committee Chairs and tentative schedule to present update to VHA Board of Directors. Create suggested template of topics that can be presented.
In Progress, Discuss at Feb 2023 Board Mtg Russ D'Emidio and Joan Sullivan
8. Review VHA information and functional needs of back-end and website features, including ability of Officers to cc each other when sending emails to Neighborhood Reps and Members
In Progress Peter Russell lead with Tiger Team, Tangent Media
9. Under Board Mandate, VHA Documents - Confirm/Improve Document Management"
 - Need to incorporate pertinent documents from previous VHA Policies and Procedures Manual (2017) into current repository
 - Documents should be readily available on demand to authorized users
 - Backup Storage needed for VHA Documents
 - More analysis required to determine what needs to be done. However as a first step Develop Matrix of Information Assets, Who can access, Data Rights (read, update, delete)**VHA Documents Committee Established** Sandra Rzepecki, Chair
10. Focus Strategic Planning on needs of ALL residents not just those moving south of SR44
In progress Peter Russell, Tiger Team, Area VPs
11. Under Board Oversight, VHA Fiscal Performance, ensure year-end audit and report are prepared.
Not started, target Q1 2023 Mike Dollard to lead
12. Determine if and how Board Members can become Executive Liaison and involved with VHA programs, committees and major initiatives
Board to Discuss early 2023 Peter Russell to Lead