

The Right Door for Hope, Recovery and Wellness

Chapter Title Governance	Chapter # G		Subject # 410
Subject Title Emergent Business	Adopted 3/4/02	Revised 11/28/16	Reviewed 3/4/02; 3/23/09; 2/22/10; 10/24/11; 11/26/12; 12/16/13; 12/15/14; 12/14/15; 11/28/16; 11/27/17

POLICY

Application

This policy shall apply to The Right Door for Hope, Recovery and Wellness, Chief Executive Officer (CEO).

1.0 Intent

It is the intent of this policy to ensure that the daily operations of agency business continue in an uninterrupted manner and that the Chief Executive Officer has the authority to make urgent decisions affecting the ongoing operations and vitality of the organization, when they emerge between regularly scheduled Board Meetings.

2.0 Policy

- 2.1 The Right Door for Hope, Recovery and Wellness Authority Board empowers its Chief Executive Officer with the authority to act on its behalf, in situations that require urgent or immediate action, without pre-approval of the Board.
- 2.2 These actions shall be consistent with applicable Board policies and the organization's annual budget and in full compliance with all applicable regulatory standards.
- 2.3 The Chief Executive Officer shall notify the Chairperson of the Board as soon as possible to report the nature of the urgent business.
- 2.4 The Chief Executive Officer shall, within seven business days, prepare and disseminate a report to the Board describing the nature of the emergent business, the consequences had the decision been delayed, the decision made, and supporting rationale.

Melissa McKinstry, Board Chairperson	Date		