

BRIEFING NOTE

Subject: *Recommendation to Extend the Terms of the Board Chair, Vice Chair, and Treasurer by One Year*

To: Board of Directors, Community Care Northumberland

From: CCN Governance Committee

Purpose:

To seek CCN Board approval to extend the terms of the current Board Chair, Vice Chair, and Treasurer by one (1) year through the 2026-2027 board cycle year to support leadership continuity during a period of executive transition and strategic planning renewal.

Background:

Community Care Northumberland is entering a significant transition period that includes the onboarding of a new Chief Executive Officer and the development and launch of a new strategic plan. The roles of Board Chair, Vice Chair and Treasurer are critical in providing governance stability, supporting the CEO transition and guiding the Board through strategic planning processes.

Under normal succession timelines, the current terms of the Chair, Vice Chair and Treasurer are scheduled to conclude in June 2026. The Governance Committee has reviewed the current organizational context and believes a one-year extension would best support continuity and organizational stability.

Rationale:

CEO Onboarding and Support: The Board Executive play a central role in supporting, mentoring and evaluating the performance of the CEO. Continuity in Board leadership during the CEO's first year will help ensure clarity of expectations, strong governance oversight and effective relationship-building between the Board and the new CEO.

Strategic Planning Continuity:

The upcoming strategic planning process will require consistent Board leadership to guide discussions, ensure alignment with mission and governance responsibilities. Extending the terms of the Chair, Vice Chair, and Treasurer will provide stability during this critical period.

Succession Planning:

A one-year extension will allow the Governance Committee adequate time to support thoughtful succession planning, leadership development and transition planning for future Board leadership roles.

Recommendation & Proposed Motion:

The CCN Governance Committee recommends that the Board of Directors of CCN approve a one-year extension of the terms of the current Board Chair, Vice Chair and Treasurer through the 2026-27 board cycle year.

Sincerely,

Jessica Clarke
Chair, Governance Committee
Community Care Northumberland

Jordan Prosper
Chief Executive Officer
Community Care Northumberland