

## Negotiations Task Force Terms of Reference

<b>Policy Type:</b>	Board	<b>Approval Date:</b>	September 2007
<b>Sub-Category:</b>	Governance	<b>Amended:</b>	November 2009 September 2013 September 2015 September 2017 October 2018 June 2021 February 2022
<b>Last Review Date:</b>	February 2022	<b>Next Review Date:</b>	June 2024

### a) Purpose, responsibilities, and delegated powers of the Task Force

The purpose of the Task Force is to provide guidance and support to the negotiations team in a timely manner on negotiations with the MOH to the Board.

The responsibilities and delegated powers of the Task Force include:

- extensive consultation with membership which may include focus groups
- recommendations for negotiation priorities to the membership and the Board
- recommendations to the negotiations team on overall negotiations strategy
- recommendations to the Board on offers made by the government

### b) Composition of the Task Force:

The Negotiations Task Force will be composed of:

- AOM President
- One board member, who is appointed by the Board
- Up to 8 representative Chairs or delegates from the following committees and working groups:
  - o Indigenous Midwifery Advisory Committee (IMAC)
  - o Racial Equity Committee (REC)
  - o Disability Equity Work Group (DEWG)
  - o Quality, Insurance and Risk Management Committee (QIRM)
  - o EMCM Work Group
  - o Midwifery Sustainability Task Force
  - o Clinical Practice Guideline Committee or Midwifery Research Work Group

**Commented [KS1]:** These changes are just for clarity

- One Indigenous midwife
- Executive Director
- Director of Policy and Communications
- Director, Healthcare Equity, Quality and Human Rights
- Director, Indigenous Midwifery
- Director, Quality and Risk Management (QRM)

A call will be circulated and the chairs will select the non-Board members with an eye to skills required and building capacity in the negotiations process.

The President will serve as co-Chair of the Task Force. Respecting Indigenous sovereignty, the IMAC representative will serve as co-Chair.

The representatives from the committees/working groups will make best efforts to consistently attend the NTF meetings; however, those representatives can delegate another member of their committee/working group to attend in their place if they are not able to attend a meeting.

#### **c) Term**

The Task Force's term will last for the duration of that round of negotiations for the upcoming negotiated agreement.

#### **d) Rules for meetings**

The Task Force will have a minimum of three meetings prior to the start of negotiations. Task Force members will be required to provide input between meetings via telephone or e-mail. Members who miss more than three meetings in a row (except due to attending births or extraordinary circumstances), will have their membership on the Task Force revoked. Minutes for each meeting will be recorded. Quorum will be 50% of Task Force members, not including staff members; and must include one Indigenous member of the task force which may include staff. Staff will book meetings in advance; however, the nature of this work is that meetings can be called with very little advance notice.

#### **e) Reporting and accountability requirements**

The Task Force Chairs will provide reports to the Board at least at every Board meeting.

Any staff/consultants hired to undertake specific work related to the Task Force will be hired by and report to the Executive Director.

The Board of Directors has the authority to dissolve the Task Force, if they determine that there is no longer a need for it, or if there has been sufficient evidence to suggest that the Task Force is no longer productive.