**Policy # FCSS-0211.17**

**FAMILY & COMMUNITY SUPPORT SERVICES (FCSS)**

**RIMBEY COMMUNITY HOME HELP SERVICES (RCHHS)**

**POLICY**

**NAME: AD HOC SPECIAL PROJECTS COMMITTEE**

**DEPARTMENT: JOB DESCRIPTIONS**

**EFFECTIVE DATE: 2017**

The Rimbey FCSS/RCHHS holds the safety, welfare and health of its clients, employees, volunteers, board members and the general public as a high priority in all its operations. At the Board’s strategic planning the Board set for the one of the Agency’s Strategic areas is “Being Client & Community Centered, with a focus on the well-being of individuals & community”. As part of this strategic area it was identified that SPECIAL PROJECTS MAY BE NECESSARY TO ACCOMPLISH THE BOARDS GOALS.

**Establishment and Purpose:**

The Rimbey FCSS/RCHHS Board recommends an AD HOC SPECIAL PROJECTS Committee be formed. WHEN NEEDED, this committee will meet on a regular basis to plan and oversee any special projects. The FCSS/RCHHS Board will review the purpose and effectiveness of this committee and their activities by way of reporting, including any financial outcomes from any successful grant applications.

**Composition of Committee:**

This committee is made up of Rimbey FCSS/RCHHS staff, community partner groups, and volunteers all of which have experience in the special project area or have something else to offer.

**Deliberation and Recommendation:**

The Executive Director will report to the Board about this Committee’s progress and could make periodic recommendations to the Board in respect of the subject on which it was created to advise the Board of any committee recommendations. The Board will take into consideration, but will not be bound by, these Committee recommendations.

Revised/Reviewed: ***May 30, 2019***

This policy shall be reviewed at the discretion of the Board but at least annually.