

CAHI BOARD OF DIRECTORS 2023 CALL FOR NOMINATIONS



Canadian Animal
Health Institute
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Institut canadien
de la santé animale

Dear CAHI Members:

As the Chair of the CAHI Board of Directors Nominations Committee, I am seeking nominations for CAHI's 2023-2024 Board of Directors. This year's elections for the Board of Directors will take place during an in-person Annual General Meeting, which will be held on May 30th, 2023 in Ottawa, ON. We will once again follow the Nominations Process developed over the past two years.

The 2023-2024 slate of the Board of Directors will have the following four vacancies to be filled at the upcoming AGM:

Secretary-Treasurer vacancy:

- The Secretary-Treasurer is one of three CAHI Officers, and a member of the Executive Committee
- This vacancy must be filled by a CAHI Full Member representative from a large company

2 Director at Large vacancies, including:

- 2 First Year Directors (to be elected for a full 3-year term)
- *As per the CAHI Board of Directors Competency Matrix CAHI by-laws, one of these vacancies must be filled by CAHI Full member representatives, at least one of whom must be from a large company to ensure that at a minimum of 4 large companies are represented on the Board for 2023-24.*

1 Interim Director at Large vacancy:

- this interim vacancy was created on the Board in the second half of 2022 following the retirement of Daniel LeDuc from CommuniVET, and requires a special election to be held to fill the vacancy for the remainder of CommuniVET's term on the Board.
- as a result, a replacement Director at Large from CommuniVET will need to be identified through the Nominations Process and will stand for election at the upcoming 2023 CAHI Annual General Meeting to complete the remainder of Daniel's initial three year term.

Please consult the attachment entitled Upcoming Vacancies on Board of Directors 2023/2024 for an overview of Directors and Officers continuing their terms on the slate, and where the above identified three vacancies (plus the interim vacancy to be filled) fit into the structure of the Board. The overall process for this year's nominations and elections is outlined in the *CAHI Board of Directors Nominations Process 2023* document attached to this e-mail.

CAHI BOARD OF DIRECTORS – CALL FOR NOMINATIONS 2023

In order to nominate someone to stand for election to the Board of Directors for a 3-year term, please fill out the attached CAHI Board of Directors Elections 2023 nomination form, and **submit the completed and signed form to cahi@cahi-icsa.ca by May 3, 2023**, as the nominations process will be closing 25 days prior to the elections.

Please note that this year's nominations package also includes a *CAHI Board Competency Matrix* in order to identify competency and member representation gaps on the Board. Outgoing directors are identified with orange shading on the far right of the matrix, indicating potential upcoming gaps in competencies and representation, and for 2023-2024, the interim vacancy in CommuniVET's seat on the Board is indicated with yellow shading. The two main sector representations which need to be filled for 2023-2024 have been shaded in red on the left-hand side of the matrix.

Please note:

- The nomination form must be completed and signed by BOTH the nominator and the nominee, signifying acceptance of the nomination.
- Nominators may only nominate individuals from outside their own company/organization.
- Each CAHI member company/organization may only have a maximum of one representative serving on the Board of Directors at any given time, and following the completion of an elected Director's full consecutive three (3) year term, the CAHI member company the Director represented is not eligible for representation on the Board again until a period of eleven months has elapsed from the date of the Director's retirement, unless the Director is then appointed by the Board as an Officer on the Executive Committee.

Finally, I would like to thank Chris Wilson and Isabelle Mongeau, our outgoing Directors at Large in 2023, who will be completing their elected terms in June, for their service to the CAHI Board over the past three years, and their invaluable contributions to the work of the Board of Directors.

Please share this information within your teams as you feel appropriate, and should you have any questions or concerns about this year's Board of Directors' nominations and elections process, please send them to cahi@cahi-icsa.ca

Thank you,

Jair Garcia
Chair, CAHI Board of Directors Nominations Committee