



**BOARD, COMMISSION OR COMMITTEE NAME**  
**RECOMMENDED CANDIDATES**

**VACANCIES & TERM:**

- Two Public Members

**Term length:** One- or Two-year term [Will reflect a single or multiple term length option, depending on individual BCC's Terms of Reference]

**1. RECOMMENDATIONS**

**a) CANDIDATES RECOMMENDED FOR APPOINTMENT**

(One candidate per position):

Two vacancies

Name: Applicant 1

Incumbent?

Yes  No

Term of Appointment:

One-year term  Two-year term

Name: Applicant 2

Incumbent?

Yes  No

Term of Appointment:

One-year term  Two-year term

**b) CANDIDATES RECOMMENDED FOR PLACEMENT ON A RESERVE LIST**

(A minimum of two names for each position type – more can be provided)

Approved Reserve List candidates will be considered for appointment in the event of a mid-term vacancy of a public member position. Term on the Reserve List will end at the 2023 Organizational Meeting. The Chair is responsible to determine an appropriately sized Reserve List to offset potential mid-term public member vacancies.

**Candidates recommended for Reserve List placement**

Name: Applicant 1

Name: Applicant 2



**2. SELECTION PROCESS & RATIONALE**

**a) INDIVIDUALS INVOLVED IN THE SCREENING OF CANDIDATES**

Name and role of the individual(s) who reviewed the applications:

- Name, Chair
- Name, Vice-Chair
- Name, Other

**b) SCREENING PROCESS USED**

Candidates were screened for the following formal education or training:

(Where formal education or training is required by governance documents)

Examples:

- Chartered Accountant
- Degree in Commerce, Finance or Business
- ICD.C designation

BCC identifies potential gaps in qualifications for the upcoming term. Customized each year based on gap analysis.

Candidates were screened for the following experience or competency:

(Selected from BCC Skills Matrix/Gap Analysis) Examples:

- Chief Financial Officer or Senior Financial Director experience
- Lived experience of racism
- Current or former health care practitioner.

BCC identifies gaps in desired competencies for the upcoming term. Customized each year based on gap analysis.

Re-applying incumbents were screened based on the following performance benchmarks:

(Only used for re-applying incumbents) Examples:

- Meets Member expectations
- Meets attendance requirements
- Active participation

BCC links their incumbent recommendations to past performance, qualifications and gap analysis.

Number of candidates (out of total applied) who met qualifications and competencies:

- # out of # applicants met qualifications and desired competencies



### c) SCREENING TOOLS

Select all that apply

- Review of applicant submissions
- Phone Interviews
- Virtual Interviews
- In-Person Interviews
- Reference Checks

Provide detail on the methodology of your selection process (section 2a, b and c) and outcomes you wish to achieve:

## 3. RATIONALE

### a) Rationale for recommended appointee(s) (required)

- Provide rationale that supports your recommendations and detail why the recommended candidate(s) will best fill this year's vacancies.

### b) Rationale for incumbent appointment / non-appointment (required)

- If the individual is recommended for re-appointment, provide information that will support your recommendation (expertise in a critical area, continuity, contribution of the member, etc.)
- If the individual is not recommended for re-appointment, provide general information which supports the decision not to re-appoint (Examples: attendance related, performance related, no longer meets eligibility, etc.)



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**c) Other information (optional)**

Can be used for providing additional information or identification of special circumstances, such as a review of the Terms of Reference is being conducted, seeking an exception to allow the public member to serve beyond the maximum consecutive years of service, etc.

PROPOSED