

# **DRPSB Human Resources Committee**

## **Terms of Reference**

### **Membership:**

The Human Resources Committee will be comprised of a minimum of three Board members. The Chair of the Board shall be an ex-officio member of the Committee. The Committee shall choose a Chair (other than the Chair of the Board) at its first meeting each year. Support for the Committee will be provided by the Executive Director, and a member(s) of the Chief's staff, as required.

A quorum constitutes the attendance of at least two committee members.

### **Mandate:**

The mandate of the Human Resources Committee is to represent and provide advice to the Board on all matters related to human resources that implicate the Board's governance role, including the following:

- responding to Board level grievances;
- the development of a succession plan for the leadership of the DRPS;
- activities related to joint job evaluation; and
- hiring and evaluating the performance of individuals on contract with the Board.

### **Budget and Authority:**

Resources required to accomplish these responsibilities will be made available provided the required resources can be obtained within the Board's budget resources. The Committee has full financial authority, within any assigned budgetary provisions, pertaining to research, logistical support, and professional services.

The Board as a whole retains overall authority to resolve human resource matters and disputes, and to hire and terminate any individual on contract with the Board.

### **Reporting:**

The Committee Chair will report to the Board following each Committee meeting and more frequently as required.