

Assessment Legend	
5	Strongly Agree
4	Agree
3	Disagree
2	Strongly Disagree
1	No Opinion
0	Does Not Apply

Note:

Some of the questions do not apply to all Organization boards due to statutory requirements. In those instances, please mark **"Does Not Apply"**.

While a "yes" or "no" could answer some of these questions, we believe it is important to ascertain the feeling of the board on these subjects. Therefore, we ask that you use the scale provided. The scale definitions are provided at the top of the page.

5	4	3	2	1	0
☐	☐	☐	☐	☐	☐
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☐	☐	☐	☐	☐	☐
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☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐

The Board's Fiduciary Role

1. Board members are expected to attend board meetings in order to conduct business and make informed decisions.

2. Board members receive meeting notices, written agendas, reports, minutes and other appropriate materials with ample time to review materials in advance.

3. The roles, responsibilities and authorities of the board members and officers and the CEO are stated in written documents.

4. Per board procedure, board members are required to disclose possible conflicts of interest.

5. The legal responsibilities and the potential liabilities of governance are clearly communicated to board members.

6. Board members are protected against the potential liabilities of governance through indemnity arrangements, insurance and other measures.

The board oversees a compliance plan that ensures policies and procedures are in place in the following areas:

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- 7.1. Governance (e.g., operating in accordance with the organization's purpose, conflict of interest disclosures, code of conduct including confidentiality).

5	4	3	2	1	0

The Board's Fiduciary Role

7.2. Human Resources (e.g., nondiscrimination, harassment, ADA, FMLA).

7.3. Fraud and Abuse (e.g., False Claims Act, Anti-kickback Statute).

7.4. Tax-exempt status (e.g., audit procedures, review of 990, review of executive compensation).

7.5. If applicable, transparency statutes (e.g., open records, conflicts of interest).

Comments:

5	4	3	2	1	0

Mission, Strategy & Stakeholders

8. The board effectively fulfills its responsibility for establishing and maintaining the organization's long-range or strategic plan.

9. The board regularly reviews, and revises as appropriate, the organization's direction and role (i.e., mission, vision, values statements).

10. Board membership is reflective of the community being served with needed professional skills/talents/life experiences and reflective of service-area demographics (race/ethnicity, gender and age mix).

11. The board seeks opportunities to communicate with the community regarding the organization's services and programs and to inform and seek input to determine unmet needs.

5	4	3	2	1	0

Mission, Strategy & Stakeholders

12. Board members understand their role in advocating with elected officials.

13. The board actively supports the fundraising and development programs of the organization and/or foundation.

Comments:

5	4	3	2	1	0

Governance & Leadership Effectiveness

14. The board periodically assesses the size and structure of the board and committees to govern effectively and carry out the work of the organization.

15. Board members are appointed for a specified period of time with provision for reappointment and with a limit on the number of terms.

16. Prospective board members and board leadership are identified through an organized succession planning process.

17. The board has a written set of bylaws that are periodically reviewed (at least once every two years).

18. The board regularly evaluates the effectiveness of its board meetings, including frequency, length and content.

19. Standing and ad hoc committees report regularly to the full board.

5	4	3	2	1	0

Governance & Leadership Effectiveness

20. Committees are reviewed regularly (at least once every two years) with regard to composition, goals, responsibilities and performance.

21. The board chair effectively and efficiently leads the board meetings, including working with the CEO to develop the agenda.

22. Board members are encouraged to ask questions and deliberate in a thoughtful and objective manner.

23. Board members are encouraged to identify education needs.

The board provides opportunities for development through:

24.1. A formally established program to orient new board members.

24.2. Continuing education sessions for all board members, including discussions of local, state and national issues and trends.

24.3. Reimbursement of expenses for relevant local, state and national conferences and seminar attendance.

24.4. Resources on good governance practices and best practices in service provision.

Comments:

5	4	3	2	1	0
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The Board's Role in Finance

25. The board annually approves a budget and ensures an audit is performed.

26. The board reviews the organization's financial position on a regular basis, including financial statements and performance metrics.

27. The board has established spending guidelines for the CEO.

Comments:

5	4	3	2	1	0
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The Board's Role in Quality

28. The board effectively monitors and evaluates all areas of performance, including quality of care and services.

29. The board reviews quality performance metrics and benchmarks.

30. The board periodically reviews resident/client satisfaction data.

31. The board and its committees dedicate the necessary time to have meaningful discussion of quality issues.

5	4	3	2	1	0

The Board's Role in Quality

32. The CEO, in conjunction with the board, sets specific aims each year to improve quality.

Comments:

5	4	3	2	1	0

The Board-CEO Relationship

33. A performance evaluation of the CEO is done annually and is aligned with organization performance goals.

34. The board refrains from making decisions related to the implementation of policy that should be made by the CEO and management staff.

35. The board regularly assesses succession planning for the CEO position to ensure continuity for the organization.

Comments: