

November 26, 2015v.

Board Member Representation Policy

The Nomination Committee of the Essex CFDC will follow these principles in achieving the slate of Directors for recommendation.

Section 1.1 – Eligible candidates

- Local knowledge / Skill sets related to the five Key Sectors of the Essex CFDC's Strategic Plan maintained through 2011-2016 (as endorsed through the 2011 Windsor-Essex Regional Economic Roadmap) as follows:
 - a. BR & E - Business/Financial/Entrepreneur
 - b. Working Together – collaboration; Info Technology
 - c. Tourism
 - d. Agri-business
 - e. Higher Education, Training & Skills
- Strong preference to directors with significant local Business connections to help further the new Fed Dev Outcomes Based focus on Loans and Business Services
- Minimum of one bilingual Francophone representative
- Strong preference to one Director with Accounting Designation

All with Specific Consideration to:

- Broad Geographic Regional Representation
- Process - When a position on the Board becomes vacant, a written request will be sent to the Mayor and CAO of that affected Municipality, for a list of suggested candidates that have the specific skill sets for the sectors that are required at that time. If appropriate names are not submitted by the Mayor or CAO within a reasonable timeframe i.e. 2 to 3 weeks, then open regional representation will be sought.
- There will be a maximum of two Director positions at any one time for a Windsor resident who is attached to a Regional organization e.g. University of Windsor, WEEDC, Place Concorde, etc. Those positions will be considered to be vacated at the next Annual General Meeting if he or she ceases to be attached to that Regional organization.
- Future Officer positions and related skill sets needed
- Gender balance

Subject to the above Key Sectors, the Nomination Committee will also consider the following backgrounds to be assets for Board diversification:

- Lawyer
- Economic Development
- Media/Marketing background
- Manufacturing & Processing
- Human Resources/labour
- Community Development Organizations
- Government
- Youth

Section 1.2- Ineligible candidates:

- Individuals who are employed by, contract services to, or are actively affiliated with a “similar organization” with a comparable mandate to Essex CFDC (eg. BDC) as it can create Conflicting Dual Loyalties. There is a Duty of Loyalty to the organization above the individual interest. (Industry Canada – Primer for Directors)
- This is to :
 - Protect the organization from individuals who may gain inside information and then knowingly or inadvertently use that knowledge to compete
 - Protect Directors from any perception of conflicting loyalties
- Should circumstances change during their tenure with Essex CFDC, Directors who find themselves in this situation will notify the General Manager to bring to the Board. The Board of Directors will have authority to decide what a “similar organization” is; and if so determined then the Director will immediately resign, or the Board will vote to deem a vacancy for their position