

WELCOME TO THE BOARD ROOM

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Following the most recent board meeting in August, it is my pleasure to share some key updates about passed motions regarding bylaws and the nomination process for selecting the 2025 incoming board members.

BYLAWS

ACLP's bylaws are the framework for guiding the board's actions and decisions, including its composition of roles and responsibilities. With the continued delineation of ACLP and the Child Life Certification Commission (CLCC), feedback from the CLCC's governance audit advised that revisions be made to the bylaws to meet the NCCA National Commission for Certifying Agencies (NCCA) standards. It was brought to the board's

awareness that bylaws do not typically reflect specific designations for board seats, such as the CLCC chair and Canadian liaison from the Canadian Association of Child Life Leaders (CACLL), both of which are non-voting seats. Inclusion of the broader community, reflecting a DEI lens, was also shared. The board discussed the current bylaws and proposed changes for consideration.

Subsequently, the following motions were made by the Executive Committee of the board in October:

A motion was passed to revise the ACLP bylaws by removing the specified board seat for the Child Life Certification Commission (CLCC) chairperson from the ACLP Board of Directors positions, effective January 1, 2025.



A motion was made to remove the specified board seat for the Canadian Association of Child Life Leaders (CACLL) from the ACLP Board of Directors positions, effective January 1, 2025. Motion passed.

Additionally, having an ACLP liaison on the CLCC commission as a non-voting seat may create undue influence and a conflict of interest. To provide greater clarity and eliminate any perceived influence between both organizations, the ACLP liaison commission seat will be removed, effective January 1, 2025.

MOTIONS

A motion was brought to the floor to approve the 2025-2027 strategic plan framework changes with edits. The motion was approved. The consent agenda for the August board meeting included meeting minutes and five committee charters for review, listed below. While the previous meeting minutes listed have been reviewed and finalized, they must be voted on for final approval by the full board. There were no items on the consent agenda that were requested to be removed, hence all items were adopted into the consent agenda for a vote. A motion was brought to the floor to approve the consent agenda with edits to the charters listed. The motion was approved.

- President Meeting Minutes
- Executive Committee Meeting Minutes (May and July)
- May Board Meeting Minutes
- Community Based Practice Charter
- Education and Training Charter
- Finance Charter
- Governance Charter
- Patient and Family Experience Charter

THE NOMINATING COMMITTEE AND SELECTION OF NEW BOARD MEMBERS

The process of selecting new members for the ACLP Board of Directors is a critical task that ensures the continued success and governance of our organization. This committee is charged with overseeing the selection process in its entirety, from review of submitted candidate applications to submitting a final candidate slate for ACLP membership vote. Here is a brief overview of how our nominating committee operates to select incoming board members.

REVIEW OF THE BOARD MATRIX

Prior to the call for applications, open positions and the strategic board composition matrix are reviewed to identify potential gaps from current board members term ending May 2025. This includes looking at identifiers such as geographic location, role e.g., academician, clinical staff, leadership and management, years in the field, race and ethnicity, gender, etc. The nominating committee leadership is provided with this information and works with staff to devise a timeline to put out the call for applications. This year, nominating committee is seeking applicants for the positions of President-Elect, Treasurer, and (2) Directors. To foster the most diverse representation on the board, applicants who are CCLS with 6-10 years of experience, male, non-binary/non-gender conforming, of racial diversity, from Southwest, West & International locations, and/or work in a community-based setting, are encouraged to apply. While applicants from these groups are encouraged, this is not a requirement to be considered. The call for board applications launched on September 10th, and applications remained open for one month. The closing deadline was extended by one week to encourage those interested in the Director and Treasurer position.

ANTI-BIAS TRAINING FOR THE NOMINATING COMMITTEE

During the May 2024 board meeting, a motion was brought to the floor to approve funding and support for continued anti-bias training for the nominating committee members provided by an outside DEI consultant. Current committee members have completed the first of a two-part anti-bias training course. This training is required to be able to serve on the committee and must be completed to access any applications for review. The second half of the training will be completed in December prior to conducting board candidate interviews.

USING NEW TECHNOLOGY FOR APPLICATION SUBMISSION

Application submissions have also transitioned to a new online platform. Current committee members have completed training on the new technology and will be using it to review applications during this cycle. This new platform enhances fairness by supporting redaction of applicants' personal information, thus reducing bias, and minimizing undue influence during the initial scoring process.

NEXT STEPS

Once a pool of applicants is established, it is the committee's responsibility to complete a review process that includes scoring a rubric for each candidate. This rubric has been previously reviewed through a DEI lens. Application materials include a completed application, self-assessment, current resume/CV, board composition matrix form, professional letter of reference, and signed supervisor approval form from their employer. Based on this initial review phase, the committee will determine which applicants will be extended an invitation to interview in January 2025. Applicants who are not selected to move forward in the process will be notified by email and provided feedback.

We encourage all members to participate actively in the nomination process when it is time to vote, helping to shape our future leadership. If you feel inspired, perhaps you will consider joining the board in the future!

