

# LEE MEMORIAL HEALTH SYSTEM BOARD OF DIRECTORS

## POLICY MANUAL

**no.** 10.31B

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category: General Operations

title: Appointment of Acting Committee Chairman

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original adoption: 04/24/92

revision date: 07/31/98

07/26/01

supersedes no. 10.31A

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### PURPOSE:

To provide a written policy to be followed when a Committee Chairman is unable to chair a meeting.

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### POLICY:

In the event a Committee Chairman is unable to attend a scheduled meeting the Vice Chairman will preside. If the Vice Chairman is also unable to preside, the Board Chairman will appoint an acting Committee Chair based on the material coming forth for consideration.