



Healthcare Trustees  
of New York State

# HTNYS Board of Governors Call for Nominations

SUBMISSION DEADLINE:

**Aug. 9, 2024**

Healthcare Trustees of New York State is actively soliciting trustee nominations for its board of governors.

## Mission statement

We shall assist voluntary healthcare trustees through education, communications and advocacy to promote the delivery of quality healthcare to all communities in a cost-effective manner.

## Responsibilities of the HTNYS board of governors

Guide and oversee HTNYS activities and programs that aim to strengthen the healthcare system through trustee leadership and involvement. The board drives future-focused strategy that champions change and promotes innovation through collaboration and participation of governing board members throughout the state.

## Duties

- Set priorities and establish policy for the organization.
- Provide guidance on educational endeavors that will strengthen governance skills for the HTNYS trustee membership.
- Lead effective trustee involvement in grassroots advocacy.
- Participate in HTNYS board meetings and on at least one HTNYS board committee.
- Attend the HTNYS Annual Trustee Conference.
- Serve as a trustee ambassador externally and internally with their own boards and enhance trustee communication with and involvement in HTNYS.
- Each member of the HTNYS board is encouraged to contribute to the HANYS PAC.

Please submit your nomination materials no later than **Aug. 9, 2024.**

All nominees must be actively participating on a HANYS member facility board.

## Composition

The HTNYS board is composed of a maximum of 25 trustees who represent different types of hospitals, continuing care organizations and health systems from all regions across the state. All members of HTNYS' board are expected to serve the mission and goals of HTNYS rather than the interests of any particular constituency. HTNYS seeks to have a broad racial, ethnic and gender mix, be geographically diverse and bring a variety of professional experiences and educational backgrounds.

## Meetings

HTNYS' board of governors meetings are held four times per year in March, June, September and December. Occasionally, special meetings are convened as needed.

Meetings are held in person with virtual accommodations made for those unable to attend.

Governors are expected to attend at least two-thirds of the regular board meetings in a calendar year.

## HTNYS' annual conference

HTNYS holds its Annual Trustee Conference in September of each year.

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## Questions?

Please call the HTNYS staff at 518.431.7713.

## Terms of office

Governors shall serve up to five three-year terms. Terms begin Jan. 1 and end Dec. 31. A governor may resign mid-term by submitting a written resignation to the board secretary or chair.

## Committees

The board of governors has five standing committees that drive HTNYS' policy and educational programming and activities:

- **Advocacy/Communications:** Participates in legislative advocacy meetings with HTNYS and HANYS and provides input on key governance and health policy-related legislation.
- **Diversity and Inclusion:** Develops the tools and resources necessary to educate the governing boards and leadership of New York hospitals on the value of promoting diversity, equity and inclusion.
- **Education:** Assists in the strategic development of HTNYS educational programming including the HTNYS annual conference, webinars and resources.
- **Executive:** Consists of board officers and committee chairs, and conducts the business and affairs of HTNYS between meetings of the board of governors.
- **Governance:** Locates passionate community members with the necessary skills to serve on the board and evaluates the board's actions to ensure it is accomplishing set goals.

Committee meetings are usually conducted virtually and scheduled throughout the year.

## Candidate criteria

The governance committee of the HTNYS board of governors seeks nominations for candidates who currently serve on the board of a HANYS member organization.

We seek candidates who:

- are established leaders in community-focused healthcare;
- have demonstrated leadership and relationship skills;
- are willing to devote time to HTNYS meetings and responsibilities;
- are fair, ethical and a consensus builder;
- exhibit strong interest in public policy and advocacy; and
- actively participate and contribute to discussions.

## Application and submission process

Candidates should submit the following materials **by Aug. 9, 2024**:

- your completed application;
- your current resume or CV; and
- a letter of recommendation signed by your chief executive officer and board chair (or other officer if you are currently chair).

**Submit to HTNYS at  
One Empire Drive  
Rensselaer, NY 12144  
or by email to  
[kphillip@hanys.org](mailto:kphillip@hanys.org).**

### **Incomplete applications will not be considered.**

Upon receipt of your application, we will provide HANYS' conflict of interest disclosure form for you to complete. Candidates will then be interviewed by HTNYS staff and encouraged to meet board members at the trustee conference. Nominees will be advanced to the HTNYS Governance Committee for review, which will forward its recommended candidate names to the HTNYS board of governors for consideration at the December meeting. The HTNYS board makes the final approval of appointments, with letters sent to the nominees before year-end.



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# Board of Governors Candidate Application I 2024

## Nomination information

Candidate's full name, including credentials

Address

City

State

ZIP code

Cell phone

Email

OPTIONAL:

Gender identity

Race

Ethnicity

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## Professional background/experience

Please list the healthcare facility at which you are a current board member, how many years you have been a member of that facility board and what committees or subcommittees you currently serve on.

Facility name

Total years

Current governing board title

Term expiration

Are you eligible for reappointment?

☐ Yes ☐ No

Please list committees/subcommittees on which you currently serve.

Please list other not-for-profit board(s) you currently serve on, if any, and the years you have served.

Board name

Total years

Board name

Total years

Board name

Total years

Board name

Total years

## Board of Governors Candidate Application I 2024 *continued*

Current/most recent profession

Why are you interested in serving on the HTNYS board of governors? (200 words or less)

Have you participated in the March HANYS/HTNYS Statewide Advocacy Day in Albany or virtually? ☐ Yes ☐ No

Have members of your board attended the March HANYS/HTNYS Statewide Advocacy Day in Albany or virtually? ☐ Yes ☐ No

Have you attended the HTNYS Annual Trustee Conference in the past three years? ☐ Yes ☐ No



Continue to endorsements page

## Endorsements

Complete the fillable fields below, then print this page and obtain the required signatures.

Candidate signature	Date	Type candidate name
<hr/>	<hr/>	
Chief executive officer signature	Date	Type CEO name
<hr/>	<hr/>	
Board chair signature	Date	Type board chair name
<hr/>	<hr/>	

Please provide us with a brief biographical sketch and/or CV along with any other information you would like us to consider.

## How to submit

Please return:

- your completed application;
- your current resume/CV; and
- a letter of recommendation signed by your chief executive officer and board chair (or other officer if you are currently chair).

to HTNYS at  
One Empire Drive Rensselaer, NY 12144  
or by email to  
[kphillip@hanys.org](mailto:kphillip@hanys.org)  
by **Aug. 9, 2024**.

**Incomplete applications will not be considered.**

## Questions?

### Contact HTNYS staff:

#### Nicholas Henley

Executive Director  
[nhenley@hanys.org](mailto:nhenley@hanys.org)  
518.431.7721

#### Kristen Phillips

Director, Trustee Education  
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