



Regional Branch Committee

(Reviewed by Regional Committee, 2005; June 12/06, June 23/08, March/09, June 15/10; Mar 21/12; June 17/14; June 14/16; June 12/18; November 18/20)

(Reviewed by the Board of Directors 2005, June 2007, Sept 29/08, Sept 27/10; June 11/12; June 10/13; Sept 29/14; Aug 31/15; June 13/17; August 27/18; November 30/20)

Committee Mandate: To be a forum in which Regional Branch Chairpersons receive peer support, exchange information, learn about MCCA operations and early learning and child care in Manitoba, develop recommendations for MCCA Board related to regional issues; provide advice or expertise on regional issues.

Duties & Responsibilities

1. Regional chairpersons will read each board package and all other information received from MCCA and share relevant information with the branch board at each meeting, and regional members as necessary.
2. Participate in regional committee meetings, either in person or by teleconference
3. Committee members will discuss current events related to child care in Manitoba and ways of achieving MCCA's mission and vision at the local level
4. Provide feedback or perform tasks delegated from the provincial Board of Directors
5. Communicate local issues or events related to child care
6. Make recommendations related to MCCA regional by-laws
7. Remain accountable to the region and the MCCA board by complying with the regional by-laws.
8. Submit a report of committee activities and accomplishments by January 15 annually, for MCCA's annual report.

Composition of the Committee

The committee shall consist of all regional branch chairs as well as representatives of non-active regions. The committee members shall recommend a chair to oversee the committee's mandate and represent the committee on the MCCA Board of Directors as the Director of Branch Services. The committee shall have staff representation through the Executive Director of the association.

Time Requirements

Terms of committee members will coincide with their election as regional branch chairpersons or election to the provincial Board of Directors as the Director of Branch Services. Meetings will be held a minimum of 5 times per year generally through teleconference. Additional work to be done as deemed necessary.

Accountability

The committee is accountable to the regional members of the MCCA and the MCCA Board of Directors through the Executive Director of MCCA.

Operational Policies

1. All members of the Regional Committee shall adhere to high standards including confidentiality of committee information, especially in regards to information that is verbally presented or written and is of a sensitive nature and has been deemed to be CONFIDENTIAL.
2. Committee members must be MCCA members in good standing; must sign a Confidentiality Agreement; should attend a majority of meetings of the committee in order to remain connected and informed.
3. Committee members must bring knowledge, expertise, and awareness of issues specific to this committee, and be non-partisan and objective.
4. Members of this committee must, in the opinion of other committee members and the MCCA Board of Directors, be free of any relationship that would interfere with his or her exercise of independent judgment.
5. A majority of the members of the committee must be present in person or by virtual platform to constitute a quorum.
6. Committee members may be asked to act on activities as referred from the MCCA Board of Directors.
7. Committees will operate in accordance with MCCA's Volunteer Manual.