

DRAFT Sacramento County Health Authority (SCHA) Chair Job Statement

SCHA Commission Bylaws¹ Article V. Section 3

The Chair shall be the principal executive officer and shall provide supervision, direction, and administer leadership over the affairs of the Commission. The Chair shall act as the spokesperson of the Commission. The Chair shall prepare meeting agendas, preside at all meetings of the Commission, and carry out the policies of this Commission. The Chair may call special meetings and create standing and ad hoc advisory committees as deemed necessary. The Chair shall appoint advisory committee chairs, vice-chairs, and members from the Commission's voting membership. The Chair may serve simultaneously as an advisory committee chair. The Chair shall have the power to contract for services of planners, financial consultants, and other experts and, separate and apart therefrom, to employ such other persons as it deems necessary. The Chair shall have the power to apply for, accept and receive state, federal or local licenses, permits, grants, loans or other aid from any philanthropic organization, agency of the United States of America, or agency of the State of California necessary for the Authority's full exercise of its powers.

Desired Qualifications

- **Time Commitment** – Ability to attend executive committee meetings and SCHA general meetings. In addition, the ability to commit 2-3 hours monthly to consult with the Department of Health Services (DHS) staff before and after SCHA meetings.
- **Stability** – Ability to commit to an appointment of at least 2 years.
- **Collaboration** – Commitment to collaborating with stakeholders and leaders at the County, State and beyond to serve the mission of the Commission.

Applicant Statement of Interest

Applicants must address the following in their statement of interest:

- **Qualifications** – Applicants to list out their qualifications that would make them the right candidate for the SCHA chair position.
- **Identification of Personal or Business Interests** – Applicants must identify potentially relevant business and personal interests and how they would maintain the integrity of SCHA chair position, which leads a commission that makes decisions on behalf of county residents.

¹ [SCHA Bylaws](#)

- **Decision Making Process-** Applicants must outline their decision-making process and should include how they reach consensus with a group to increase buy in and effectiveness.
- **Strategic Plan** – Applicants outline their vision for the SCHA and how they would advance the SCHA strategic plan.²

Attestation

Confirm that you will be able to provide the time and stability necessary for the role.

I am interested in serving as Chair of the Health Authority Commission. As Chair, I would be committed to acting in the best interest of the Commission and to serving the public interest of Medi-Cal beneficiaries served by the Health Authority. I would serve free from any external influence or pressure with the intent to contribute to the success and integrity of the Commission.

² [SCHA Strategic Plan](#)