



Executive Board of Directors Nomination and Election Process: 2019-2020 CHAPTER YEAR

The New England Chapter of HIMSS (NEHIMSS) engages its membership-at-large for nominations and the election of the following Executive Board of Directors: **President Elect; Treasurer and Secretary.** An appointed nomination committee selected by the existing Executive Board is charged with ensuring all nominees meet the minimum requirements and qualifications of the respective position.

Once nominees are finalized, the call for election is communicated to the NEHIMSS members. The nomination committee has oversight of the election balloting and communication of the results for the newly elected Executive Board of Directors to the New England Chapter members.

Nomination and Election Process is provided below:

<p>Notify membership about upcoming election: Elected Executive Board of Directors</p> <ol style="list-style-type: none"> 1. President Elect 2. Secretary 3. Treasurer [Treasurer will complete second year of term] <p>Email call for nominations & include dates of election process: MarCom</p> <ol style="list-style-type: none"> 1. Open Voting date 2. Close Voting date 3. Announce: <ul style="list-style-type: none"> • Open Positions - Description of Position • Qualifications and Requirements <p>Interested candidates required to submit the following to: ne.secretary@himsschapter.org</p> <ul style="list-style-type: none"> • Candidate Statements • Bio/resume and headshot 	<p>April 1 – April 10</p> <p>Nomination period: April 1 - 30</p>
<p>Nomination Committee meets to review and finalize ballot</p>	<p>May 1 - May 6</p>
<p>Notification to chapter members regarding the upcoming election by MarCom. Includes request for:</p> <ol style="list-style-type: none"> 1. Candidate Statement 2. Bio/resume, headshot, contact information, and HIMSS membership number 3. Dates of election 4. Link to ballot 	<p>May 7</p>
<p>Election period is conducted with multiple reminders sent to members to vote. Election dates and link to ballot are posted on the chapter website</p>	<p>May 10– June 10</p>
<p>Nomination Committee counts ballot Winners are verified and accepted</p>	<p>June 11-12</p>
<p>Nomination Committee notifies winners and phone non-winners Publically announce winners via email to all members and post on website: MarCom</p>	<p>June 12 – June 14</p>
<p>Email HIMSS staff at chapters@himss.org and include on the annual standards report</p>	<p>June 15</p>
<p>Strategic Planning and Board of Directors transition meeting</p>	<p>June 27</p>