FACILITY ENGAGEMENT
Specialist Services Committee

MSA Committees

Committees perform focused work on specific functions, projects, or components of the MSA's mandate. They follow the MSA's policies and direction and are involved in preparatory work and in reporting key information and recommendations to the full MSA executive. Often, committees are created to dive into detailed work on a well-defined task and make recommendations to the executive for further action.

The executive "may delegate any, but not all, of the powers of executives to committees." This means the executive can delegate to and oversee committees as needed to help the executive complete its work. When a matter requires full MSA participation, the committee will bring information and analysis to the executive to aid in its work or decision-making.

Terms of reference set out the parameters, authority, and accountability of committees and committee members. When the executive establishes a committee, it will typically approve the terms of reference, assign resources, appoint a committee chair and initial members, and determine a committee budget, as necessary. Committees may be composed of executives and MSA members (including allied health professionals), as appropriate.

There are two main types of committees: standing and special, which are described below.

	Standing Committees	Special Committees
Overview	**A more permanent feature of the MSA.** These committees are created as needed and conduct work on a continual basis. Standing committees are often delegated a specific mandate.	**Created for a specified time period.** Special committees are developed for short-term issues or specific tasks.
Examples	• Finance and Audit Committee • Governance Committee • Human Resources Committee	• Project Specific Committee • Fundraising Committee • Research Committee

Working Group

The working group is a committee of the executive and therefore reports to the executive. It engages the medical staff at the local facility and advises the executive on matters of importance to medical staff, their patients, and the health authority, including engagement initiatives. The working group develops decision-making and funding structures to ensure effective representation and participation of the medical staff. Members of the Working Group are remunerated at the current sessional rate as detailed in the Physician Main Agreement.