



TO: Members of the ICOC

FROM: C. Scott Tocher, Sr. Dir. Board Governance

DATE: June 29, 2023

RE: **Consent:** Amendments to Facilities Working Group Bylaws

Summary

This item seeks to amend the Facilities Working Group (“FWG”) bylaws to align with the Grants Working Group bylaws and allow for the use of alternate Patient Advocate members.

Background

Like the Grants Working Group (“GWG”), the FWG is composed of a combination of outside experts and patient advocate members of the ICOC. Due to the frequency of grant reviews and volume of applications that are processed through that group, the GWG’s bylaws provide that in the event a Patient Advocate member of the GWG cannot attend all or part of a review, that member may appoint an alternate from among the remaining patient advocate members of the ICOC.

While it is unlikely the FWG will match the volume of GWG’s reviews, the burden on patient advocate members’ time remains an issue that can be resolved through the use of alternates where necessary. To that end, then, the team proposes the FWG bylaws be amended to align with existing provisions in the GWG bylaws and allow for the designation of patient advocate alternates.¹

Requested Action: *Approve proposed amendments to the Facilities Working Group bylaws.*

¹ The draft changes also make non-substantive cleanup changes reflecting the name of the working group.

Exhibit to Memo: Proposed Amendments to FWG Bylaws.