 PAT PROGRAMS <div style="display: inline-block; vertical-align: middle; margin-left: 10px;"> AIHA Proficiency Analytical Testing Programs </div>	Title: PAT Board Governance
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I. MEMBERSHIP AND VOTING

The Proficiency Analytical Testing Programs Board (PAT Board) will be comprised of up to ten (10) members, each serving up to three-year terms. Representation is as follows:

- Up to eight (8) individuals will be appointed by the Director to represent all aspects of the AIHA Proficiency Analytical Testing Programs (PAT Programs) including laboratory data producers and/or laboratory data users and/or regulators of the laboratory industry
- AIHA Board Liaison (ex-officio)
- Director - AIHA PAT Programs (ex-officio)

Any member of the PAT Board who is a PAT Program participant must be a participant in good standing, meaning that the PAT Programs participant is current on all fees due to the PAT Programs.

Minimum Candidate Qualifications

- Hold a bachelor's degree in industrial hygiene, chemistry, physics, engineering, biology or other scientific discipline from an accredited institution of higher education
- Have engaged in analytical laboratory activities (analysis or interpretation of data) as a primary work duty for at least three years

II. APPOINTMENT AND TERM OF OFFICE


PAT Board members shall be appointed by the Director to a three-year term of office (approximately), with the option for reappointment by the Director for an additional two terms (additional years may be added based on Board composition, applications received, etc., at the discretion of the Director). Terms usually begin and end with the annual AIHA PAT Board Meeting (usually February/March/April each year) unless the new PAT Board member can be onboarded sooner and there is a need to fill an open position sooner. Each PAT Board representative shall hold office until his/her term expires and a successor has been duly appointed. Exceptions may occur due to death, resignation, or removal.

Ex-officio representatives' terms are not limited to three years.

An individual may be re-appointed to serve a second consecutive term on the PAT Board.

A quorum (more than fifty percent of PAT Board voting members) shall be required for a PAT Board vote to be officially recognized as actionable. There are no provisions for proxy votes.

III. RESIGNATION

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A PAT Board Member may resign by oral tender of resignation at any meeting of the PAT Board or by giving written notice thereof to the Director. Such resignation shall take effect at the time specified and acceptance of such resignation shall not be necessary to make it effective.

IV. REMOVAL

The PAT Board may, by a vote of two-thirds (2/3) of its voting members, remove any PAT Board representative.

PAT Board members who are PAT Programs participants and are delinquent in payments to PAT Programs may be removed from the PAT Board at the Director's discretion.

V. VACANCIES

A vacancy in office because of death, resignation, or removal of a PAT Board representative may be filled for the unexpired term by an appointment by the Director.


VI. NOMINATION PROCESS

The goal of the nomination process is to identify, evaluate and select the best, most balanced, representative group of volunteers possible to serve on the PAT Board and to have direct expertise of each PAT Program represented on the PAT Board. To achieve this goal, AIHA Proficiency Analytical Testing Programs endeavors to create a PAT Board nominating process that is inclusive, transparent, and representative of the important and varied issues facing participants.

All potential PAT Board members must complete and submit the [PAT Board Candidate Application](#) to PAT Programs staff. Selection of candidates from an organization already represented on the PAT Board will be carefully considered to avoid two people from the same organization serving on the PAT Board simultaneously. The Director has discretion, after careful consideration, to appoint a PAT Board member from the same organization based on expertise, need, etc.

PAT Board member applications may come in at any time during the year. Based on program specialty, a select group of PAT Board members ("Review Team") will review and score applications received and shall utilize the *PAT Board Candidate Evaluation* form to evaluate each application submitted. Persons currently employed by AIHA or currently serving in volunteer or fee-for-service consultant/contractor roles for AIHA LAP are not eligible for consideration to serve on the PAT Board.

The Review Team may elect to conduct telephone interviews with candidates to assist in the nomination process. Such telephone interviews may be by conference call. The Review Team may meet to discuss and evaluate the input from the telephone interviews and collaborate to

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narrow the list of potential candidates that will be recommended for appointment. The Director appoints and notifies new PAT Board members. PAT Programs staff will plan and hold PAT Board virtual orientation meeting for new members.