

## Table of Contents

- Section 1: Board Manual Narrative
- Section 2: Board of Directors
  - Contact Information
  - Status and Anniversary Dates
  - Meeting Schedule
  - Standing Committee Membership
  - Standing Committees Terms of Reference
    - Executive Committee
    - Strategic Planning Committee
    - Governance Committee
    - Nominating Committee
    - Human Resources Committee
    - Recruitment Committee
    - Finance Committee
  - Annual Calendar Task List
  - Record of Board and Executive Committee Motions
  - Board Evaluation
    - Evaluation Plan
    - Member Self Evaluation
    - Evaluation of Chair
    - Meeting Evaluation
    - Standing Committee Evaluation
    - End of Board Year Final Evaluation
- Section 3: Algoma NPLC
  - Organizational Chart
  - Executive Director-Nurse Practitioner Lead Job Description
  - Clinic Employee Listing
- Section 4: Letters Patent
- Section 5: By Laws
  - By-Law 1
  - By-Law 2
- Section 6: Algoma NPLC Strategic Plan
- Section 7: Annual Operating Plan
- Section 8: Risk Management Plan
- Section 9: Quality Improvement Plan

- Section 10: Board Policies and Procedures
- 2011-01 Accountability Statement
  - 2011-02 Statement of the Roles and Responsibilities of the Board
  - 2011-03 Conflict of Interest
  - 2011-04 Code of Conduct
  - 2011-05 Duties, Obligations and Expectations of the Directors
  - 2011-06 Confidentiality
  - 2011-07 Board Attendance
  - 2011-08 Recruitment and Selection of Board Member
  - 2011-09 Board Evaluation
  - 2011-10 Position Description – Board Officers
  - 2016-01 Credit Card Policy
  - 2016-02 Unity of Control
  - 2018-01 Travel and Related Expenses and Expense Report Form
  - ORG2014-01 Financial Management Policy
- Section 11: MOHLTC Funding Agreements
- MOHLTC OHT Funding Guidance
  - 2020-2021 Algoma NPLC Funding Letter
  - May 2019 Budget Cut
  - R&R Funding Planning Document 2018-2021
  - Funding Letter 2016-2017
  - 2016-2017 Recruitment and Retention Funding Report
  - Planning Document for 2016-2017 Recruitment and Retention
  - Algoma NPLC Agreement with MOHLTC effective April 1, 2012
  - Original Algoma NPLC Agreement with MOHLTC Effective April 1, 2011
  - Schedule D.1
- Section 12: Audits
- 2019-2020 Audited Financial Statements
- Section 13: External Contracts
- Accuro EMR Contract
  - Algoma OHT – SAH Funding Agreement 2019-2020
  - Capital Expansion Business Case Project Consultant Charline Smith Contract
  - Insurance Renewal Documents 2020-2021
  - Michael Plastino – Contract of Service Provision
  - Michael Plastino – Contract of Service Provision ADDENDUM March 1, 2019
  - Michael Plastino – Contract of Service Provision ADDENDUM May 8, 2019
  - Michael Plastino – Service Details
  - Ontario Health Teram – Algoma Readiness Assessment
  - Sault College Lease – Expiring December 31, 2025
- Section 14: Capital Expansion Project
- Site Selection Worksheet Document – Excel
  - Site Selection Worksheet Document - PDF

Section 15: Professional Development Resources  
Alliance For Healthier Communities  
Alliance Website  
Alliance Board Portal Access Instructions  
Health Equity Charter  
Model of Health and Wellbeing  
Board to Board Reports  
Alliance AV Resources  
Free Management Library – Risk Management  
Health Care Insurance Reciprocal of Canada  
Imagine Canada  
Institute for Health Care Improvement  
Liability Resource Centre for Non Profits  
Mandatory Accessibility Training Link  
Volunteer Sault Ste Marie  
Governing Good

Section 16: Media Releases  
OHT Approval  
OHT Update 2019

Section 17: Forms  
AGM Agenda Template  
AGM Chair Report Template  
Board Meeting Agenda Template  
Board Member and Committee Member Annual Agreement  
Board Member Application Form  
Board of Directors Contact Information Template  
Board of Directors Meeting Schedule Template  
Board of Directors Status and Anniversary Dates Form  
Board of Directors Committee Membership Form  
Board Meeting Schedule Form  
Annual Board of Directors Task List Form  
Record Of Motions Form  
Criminal Reference Check Letter  
Expense Report – Director Reimbursement Form  
Leadership Performance Evaluation Form  
New Board Member Orientation Checklist