LGLDHU Board of Health Workplan 2024	Responsible	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Status
Board meetings														
Plan agenda and prepare materials	MOH/BOH Chair/EA	X	X		X		X			X		X		
Arrange program presentations for Continuing Education	MOH	X	X		X		X			X		X		
Identify topics for advocacy	MOH/Board						X			X				
MOHLTC Accountability Framework														
Review Annual Service Plan Submission	Board			X										
Governance and Quality Assurance														
Conduct orientation for new members	MOH	X												
Conduct evaluation of Board meetings once a year	GC											X		
Review Board policies and By-law #1, and recommend changes.	GC									X				
Plan generative discussions at Board meetings.	GC									X				
Board elects Chair and Vice-Chairs, Committee Members	Board	X												
Nomination of Chair and Vice Chairs	GC	X											X	
MOH/CEO Evaluation	GC						X							
Review Duty of Care Report Summary	GC												X	
Finance, Audit, Property and Risk Management														

LGLDHU Board of Health Workplan 2024	Responsible	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Status
Review the annual general public health program cost-shared budget and make recommendations to the Board.	FC											X		
Review quarterly financial statements and identify any concerns to the Board.	FC		X				X			X				
Review auditor's report for approval by the Board and prepare a response to Management Letter.	FC						X							
Review administrative policies relating to the financial management of the organization and recommend changes as needed.	FC						X							
Review the Health Unit's physical assets and facilities, and review plans for improvements.	FC									X				
Review the Health Unit Investment Portfolio.	FC		X				X			X		X		
Review the Board stipends and make recommendations on any changes.	FC											X		
Review the key HU risks and management	FC									X				
Review one time funding requests to Ministry of Health	FC		X											
Review annual information report for all contracts awarded that exceed $50,000 including amendments and renewals.	FC											X		

LGLDHU Board of Health Workplan 2024	Responsible	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Status
Review annual report of open competitions listing the project/supply, date, and awarded bid amount	FC											X		
Explore the development of a Capital Reserve	FC						X							
Labour Relations – Review Memorandums of Settlement and make recommendations to the Board regarding ratification	FC						X							
Committee Legend		**Colour Legend**												
Board B		completed by target												
Board Chair BC		in progress												
Finance, Audit, Property Risk Management Committee FC		not in progress, not completed by target												
Governance and Quality Assurance Committee GC		deferred												
Medical Officer of Health/CEO MOH														
Executive Assistant EA														