

Algoma

Nurse Practitioner-Led Clinic

Board Educational and Tasking Schedule

The Board participates in an annual evaluation, identifying areas of strength and areas needing improvement. An educational and tasking schedule is developed to address areas requiring attention. This form supports this activity.

Area Needing Improvement	Educational & Tasking Activities	Who is Responsible & Target Date
Standing Committees (SC): are Board needs being met through current Standing Committees? Are SC terms of reference being used? Are SC participating in Self-Evaluation process?	Request feedback from Standing Committees during January or February Board meeting Collect SC self-evaluation and Board Evaluation feedback	Governance Committee: Jan./ February 2021 Governance Committee: May/June 2021
Board Meeting Preparation: giving enough time for Board members to prepare for mtgs & notifying members when materials available on Portal	Request agenda items 2 weeks prior to Board mtg Aim to have Board agenda prep materials posted on portal 5-7 days ahead of mtg and notify members when posted	Board Chair Board Chair & Alana
Ensuring Board performs its governance role and differentiates it's role from the clinic's operational work.	Clarification of Executive Committee Terms of Reference to reflect Board role vs Clinic role Request feedback from ED-NP Lead	Governance Committee – agenda item for Nov. Board mtg Human Resources Committee with annual ED-NP Lead performance appraisal
Board Orientation: are we meeting new Board members' needs?	Request feedback from 3 new Board members: strengths & areas to improve Orientation to Board Portal – provide session as needed Add Index to Board Portal Manual for easier navigation	Introduce at Nov. Board mtg – feedback to be sent to Governance Committee by end of November Ask new members at Nov mtg Governance Comm: December 2020