

**COMMUNITY CARE NORTHUMBERLAND**  
**Governance Committee Work Plan**  
**October 2023 - June 2024**

Month/Responsibility	Oct. 13, 2023	Dec. 1, 2023	Feb.2, 2024	April 5, 2024	June 7, 2024
<b>1. GOVERNANCE STRUCTURES AND PROCESSES</b>					
1.1 Review Bylaws (every 3 yrs - 2026)					
1.2 Review Board Policies (Review in 2024)	X	X	X	X	X
1.3 Review Committee Terms of Reference	X				
1.4 Review Work Plan	X				
1.5 Board Committee Membership (With Chair)					X
1.6 Review CCN/Foundation Relationship Agreement					X
<b>2. AGENCY MISSION, VISION, STRATEGIC PLAN</b>					
2.1 Review Mission, Vision, Values during Strategic Planning (Oct. 2024)					
2.2 Monitor progress of Strategic priorities & objectives		X		X	
2.3 Review Succession Planning Strategy			x		
<b>3. BOARD RECRUITMENT</b>					
3.1 Review & Update Board skillset, experience & qualities required			X		
3.2 Review Individual Member Performance Process	X				
<b>4. BOARD EDUCATION</b>					
4.1 Review & Update Board Orientation				X	
4.2 Plan Board Education Sessions	X				
<b>5. EVALUATION</b>					
5.1 Board evaluation & assessment process				X	
5.2 HPCO Accreditation (Hospice Palliative Care Ontario)		X			
5.3 CEO Professional Development					X
5.4 Review Risk Register			X		

Regular Governance Committee meetings begin at 9:00 am every 1st Friday of the month