

Section 2.04.3, Contracts and Contract Approval

All contracts or modifications thereto shall be in writing and shall document the nature of the products or services to be provided and the terms and conditions with respect to the amount of compensation/reimbursement or other consideration to be paid.

The Chair shall approve any contract in excess of \$7,500.

All contracts of more than one year in duration or for more than \$25,000 shall be reviewed and approved by General Counsel prior to signing by the Chair.

No agreement involving a financial transaction with a related party shall be executed unless first approved by the LNC. Any such agreement shall be disclosed in a conflict of interest statement.

Independent contractors doing business with the LNC are required to sign formal contracts that clearly set forth the parties' intention that they be treated as independent contractors.

Each contract for director-level employment and any related advice from General Counsel must be circulated to the LNC on a strictly confidential basis ~~after it has been reviewed by Counsel and the EPCC~~ following EPCC approval and no later than 10 days prior to the Chair signing the contract.

Section 2.02.6, Employment Policy & Compensation Committee:

The Employment Policy and Compensation Committee shall develop documents, procedures, and guidelines for the effective administration, supervision and development of Staff, including but not limited to job descriptions, compensation ranges, hiring, training, performance reviews, promotion, progressive discipline and termination. The LNC may supersede any such documents, procedures and guidelines by adopting a replacement.

The Employment Policy and Compensation Committee shall also be available to Staff to discuss on a confidential basis the working environment or observed violations of the Policy Manual.

~~The EPCC shall also complete a review of any contract for director-level employment no less than 10 days prior to the Chair signing it.~~ Following General Counsel's review of a director-level employment contract, the EPCC shall review the proposed contract and any related advice from General Counsel. No such contract may be signed by the Chair without having first obtained either EPCC approval of the contract at least 10 days prior, or an affirmative vote from a majority of the fixed membership of the LNC.

Section 1.03.1, Committee Appointments (selected row)

These committees have special appointment procedures as follows:

Committee Name	Size	Member Selection	Chair Selection
Employment Policy and Compensation	Three LNC Members or Alternates <u>other than the LNC Chair</u>	LNC Chair	* Committee Selected