

MIDDLESEX-LONDON BOARD OF HEALTH

REPORT NO. 02-25

TO: Chair and Members of the Board of Health
FROM: Emily Williams, 2024 Secretary and 2024 Treasurer
DATE: 2025 January 23

APPOINTMENT OF 2025 BOARD OF HEALTH COMMITTEES

Recommendation

It is recommended that the Board of Health:

- 1) *Receive Report No. 02-25 re: “Appointment of 2025 Board of Health Committees” for information;*
 - 2) *Approve the appointment of members to the following committees:*
 - a. *Finance and Facilities*
 - b. *Performance Appraisal*
 - 3) *Approve disbanding of the Governance Committee;*
 - 4) *Approve striking of the Quality and Governance Committee; and*
 - 5) *Approve the 2025 Board of Health and Committee Reporting Calendar ([Appendix A](#)).*
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Report Highlights

- Per Board of Health By-law No. 3, Section 18.0 notes that the Board may strike and appoint committees for such matters defined by the Board. Currently, there are three committees:
 - Finance and Facilities;
 - Governance; and
 - Performance Appraisal
- It is proposed that the Governance Committee be disbanded for 2025 and a new committee called the Quality and Governance Committee be struck.
- A draft reporting calendar as [Appendix A](#) has also been affixed for the Board’s consideration, with reporting for the proposed new Committee (Quality and Governance included as well).

Board Membership Update

The Board of Health consists of the following Members:

- **Five provincial appointees (two vacancies):** Mike Steele, Selomon Menghsha and Howard Shears
- **Three City of London appointees:** Matt Newton-Reid, Peter Cuddy and Skylar Franke

- **Three Middlesex County appointees:** Aina DeViet, Michelle Smibert and Mike McGuire

Procedures for the First Meeting of the Year

Board of Health By-law No. 3 regulates the proceedings of the Board. Section 18.0 of this By-law addresses Elections and the Appointment of Committees.

18.6 - The Board may appoint committees from time to time to consider such matters as specified by the Board (e.g., Finance and Facilities, Governance, Medical Officer of Health and Chief Executive Officer Performance Review etc.).

A draft reporting calendar as [Appendix A](#) has also been affixed for the Board's consideration.

Establishment of Standing Committees

Under Section 2.1(b) of Board of Health Policy G-280 (Board Size and Composition), the Board determines whether it wishes to establish one or more standing committees at its first meeting of the year. The Board of Health currently has three standing committees: Finance and Facilities, Governance and MOH and CEO Performance Appraisal. It is proposed that for 2025, the Governance Committee be disbanded and a new committee be struck, called the Quality and Governance Committee.

New Quality and Governance Committee

Staff are proposing to the Board of Health to introduce a new committee called the Quality and Governance Committee. This committee would include policy review that the Governance Committee conducted, with the addition of providing the Committee (to the Board) quality-related reporting such as strategic planning, organizational performance, privacy statistics and risk management.

The Quality and Governance Committee tentatively would consist of:

- One (1) provincial appointed member;
- One (1) City of London appointed member;
- One (1) County of Middlesex appointed member;
- Chair of the Board; and
- Vice Chair of the Board

The first proposed meeting of the Quality and Governance Committee would be on Thursday, February 20 at 6 p.m. If the Board approves the striking of this new committee, full Terms of Reference would be provided at the first meeting.

Finance and Facilities Committee

The Finance and Facilities Committee consists of:

- One (1) provincial appointed member;
- One (1) City of London appointed member;
- One (1) County of Middlesex appointed member;
- Chair of the Board; and
- Vice Chair of the Board

The Finance and Facilities Committee serves the Board of Health in an advisory and monitoring role in relation to the administration and risk management of the organization's finances and facilities.

The Finance and Facilities meeting cadence is being proposed to be amended. The first meeting would tentatively be held on Thursday, March 20 at 6 p.m.

Performance Appraisal Committee

The Performance Appraisal Committee serves to evaluate the performance of the Medical Officer of Health (MOH) and Chief Executive Officer (CEO). The committee's role is to assist and advise the Board of Health on how the MOH and CEO's performance reflects the health unit's values, vision, mission, mandate, and policies, and contributes to the achievement of the strategic goals.

The first meeting of the Performance Appraisal Committee will be in Q2, at the call of the Chair.

All Board of Health members may attend committee meetings, but only Committee members may vote.

This report was prepared by the 2024 Secretary and Treasurer, Board of Health.



Emily Williams, BScN, RN, MBA, CHE
Secretary and Treasurer

This report refers to the following principle(s) set out in Policy G-490, Appendix A:

- The fiduciary requirements and good governance and management practices as outlined in the [Ontario Public Health Standards: Requirements for Programs, Services and Accountability](#).