

MIDDLESEX-LONDON BOARD OF HEALTH

REPORT NO. 56-24

TO: Chair and Members of the Board of Health
FROM: Emily Williams, Chief Executive Officer
DATE: 2024 July 18

CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR JUNE 2024

Recommendation

It is recommended that the Board of Health receive Report No. 56-24 re: "Chief Executive Officer Activity Report for June 2024" for information.

The following report highlights activities of the Chief Executive Officer (CEO) for the period of June 7-July 5, 2024.

Standing meetings include weekly Corporate Services leadership team meetings, Senior Leadership Team meetings, MLHU Leadership Team meetings, Virtual Staff Town Hall meetings, bi-weekly R3 meetings, monthly check ins with the Director, Public Health Foundations, and weekly check ins with the Corporate Services leaders and the Medical Officer of Health. The Chief Executive Officer took vacation from June 28 to July 5.

The Chief Executive Officer also attended the following meetings:

Client and Community Impact – *These meeting(s) reflect the Chief Executive Officer's representation of the Health Unit in the community:*

June 21 Attended the MLHU booth, arranged by the HEART team at the National Indigenous Solidarity Day event in Wortley.

June 24 With the Medical Officer of Health, hosted Sandra Datars Bere, City Manager for the City of London, at the MLHU Citi Plaza offices.

Employee Engagement and Learning – *These meeting(s) reflect on how the Chief Executive Officer influences the Health Unit's organizational capacity, climate and culture and the contributions made to enable engaged and empowered staff; thoughtful and responsive leadership and organizational structures that support decision-making, innovation and learning:*

- June 18** Attended the June MLHU Leadership Team meeting.
- June 20** With the Medical Officer of Health and Associate Director, Human Resources and Labour Relations, attended a quarterly touch base with the union partner Ontario Nurses Association (ONA).
- June 21** Attended the Staff Summer Social at the German Canadian Club hosted by the Be Well committee.
- June 24** With the Medical Officer of Health and Director, Public Health Foundations, attended a meeting to discuss and finalize the Q1 Performance Reporting Board of Health report.
- Attended the Employee Systems Review (ESR) Steering committee.
- Chaired the Pride Working Group meeting.
- June 27** Chaired the MLHU Leadership Team June Pre-Planning meeting.

Governance – *This meeting(s) reflect on how the Chief Executive Officer influences the alignment of management methods and systems to ensure appropriate structures and resources are in place to achieve the Health Unit's mission and vision. This also reflects on the Chief Executive Officer's responsibility for actions, decision and policies that impact the Health Unit's ability to achieve the requirements as set out under the strategic plan, the Ontario Public Health Organizational Standards (OPHOS), other funder requirements and direction provided by the Board of Health:*

- June 7** Attended the Association of Local Public Health Agencies Annual General meeting and conference in Toronto.
- June 10-12** Attended the Association of Public Health Business Administrators Conference in Muskoka.
- June 13** Attended the Board of Health June agenda review and Executive meeting.
- June 17** Attended a meeting to discuss a new process for leadership on-call coverage for the vaccine fridge alarms.
- Attended the Management Operating System/Intervention Description Indicator Development Project Steering Committee meeting.
- June 18** With the Medical Officer of Health and the Associate Medical Officer of Health, met with the Board Chair and Vice Board Chair to discuss MLHU's submission for the Ontario Public Health Standards Review.
- Attended a meeting with the Association of Public Health Business Administrators (AOPHBA) members to discuss AOPHBA's submission for the Ontario Public Health Standards Review.

- June 19** Met with the Board of Health Chair for a monthly one-on-one meeting.
- June 20** With the Medical Officer of Health, met with Brian Orr to discuss potential membership on the Middlesex London Ontario Health Team (MLOHT) Governance Sub-Committee.
- Attended the June Board of Health meeting.
- June 25** With the Executive Assistant, Board of Health, attended a meeting with the Association of Municipalities of Ontario (AMO) policy representatives to discuss current and advocacy priorities related to public health matters with AMO.
- June 27** Met with the Medical Officer of Health as part of their weekly touch base and discussed the Language Framework for MLHU.

Personal and Professional Development – *This area reflects on how the CEO is conducting their own personal and professional development.*

- June 20** Attended and co-facilitated the LEADS Engage Others Review Session to enhance and support continuous professional leadership development and practices for the MLHU Leadership team.

This report was prepared by the Chief Executive Officer.



Emily Williams, BScN, RN, MBA, CHE
Chief Executive Officer

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

- The Good Governance and Management Practices Domain as outlined in the [Ontario Public Health Standards: Requirements for Programs, Services and Accountability](#).

This topic has been reviewed to be in alignment with goals under the Middlesex-London Health Unit's [Anti-Black Racism Plan](#) and [Taking Action for Reconciliation](#), specifically the Governance and Leadership (ABRP) section.