



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2014 September 18

---

## BOARD OF HEALTH ORIENTATION AND TRAINING

### ***Recommendations***

*It is recommended that:*

- 1) the Governance Committee receive Report No. 04-14GC re: “Board of Health Orientation and Training” for discussion; and*
- 2) the previous two day in-person orientation for new Board of Health members be reduced to a one day orientation augmented by other orientation and training elements as outlined in Appendix A.*

### **Key Points**

- As identified in the Governance Committee Terms of Reference, the Committee, with the assistance and consult of the MOH/CEO and the Director of Human Resources and Corporate Strategy, will make recommendations to the Board of Health regarding the Orientation and Training of new Board members.
- With the impending City and municipal elections in October, there is a possibility that new representatives from the City and County may be joining the Middlesex-London Health Unit’s Board of Health in the fall.

### **Background**

Traditionally, new members to the Board of Health attended two orientation days. The first day was spent at an agency orientation with presentations from each of the Senior Leadership Team Members regarding their specific programs and services. The second day was focused on administration, obtaining parking passes, having pictures taken, completing administrative documents and reviewing information specific to Middlesex-London Health Unit. Additionally, they would spend time reviewing a binder of information given to them containing copies of relevant legislation and provincial standards governing Public Health.

The majority of the orientation materials can now be found on-line which would allow new members to learn about their role and responsibilities largely through self-paced online study. Outlined in [Appendix A](#) are considerations for discussion with respect to a new format for orientation.

This report was prepared by Ms. Laura Di Cesare, Director of Human Resources & Corporate Strategy.

A handwritten signature in black ink, appearing to read 'C. Mackie'.

Christopher Mackie, MD, MHSc, CCFP, FRCPC  
Medical Officer of Health