



TO: Chair and Members of the Governance Committee

FROM: Emily Williams, Chief Executive Officer
Dr. Alexander Summers, Medical Officer of Health

DATE: 2023 February 16

2023 GOVERNANCE COMMITTEE REPORTING CALENDAR

Recommendation

It is recommended that the Governance Committee recommend to the Board of Health to:

- 1) Receive Report No. 01-23GC re: “Governance Committee Reporting Calendar”; and*
- 2) Recommend that the Board of Health approve the 2023 Governance Committee Reporting Calendar ([Appendix B](#)).*

Key Points

- The 2023 Governance Committee Reporting Calendar ([Appendix B](#)) provides a framework for activities to be undertaken in the current year.
- Policy review by the Committee has been split into areas of subject matter.
- It is recommended that the Governance Committee continue to meet five times in the calendar year to ensure all legislative accountabilities of the Board of Health are fulfilled.

Background

In accordance with Policy G-290 Standing and Ad Hoc Committees, the Governance Committee is authorized by the Board of Health to serve a specific purpose set out in the Terms of Reference as noted in [Appendix A](#). The Reporting Calendar delineates the regular activities required of the Committee each calendar year in compliance with applicable statutes. Further, it serves as an account of the Committee’s proactive approach to Board of Health governance, performance, and accountability.

At its meeting on January 19, 2023, the Board of Health approved the Governance Committee Terms of Reference. The Reporting Calendar ([Appendix B](#)) is reviewed and approved annually.

Amendments to the Reporting Calendar

Amendments to the 2023 Governance Reporting Calendar include:

- Removing the initiation of the MOH/CEO Performance Appraisal, as there is a standing committee for this purpose (MOH/CEO Performance Appraisal Committee).

The policy review process has been adjusted from last year, with policies grouped by subject matter area, as well as allocated over two years, to make reviewing easier for the Committee.

Next Steps

The Governance Committee has the opportunity to review the appended Reporting Calendar for 2023.

Once the Governance Committee is satisfied with its review, the Reporting Calendar will be forwarded to the Board of Health for approval.

This report was prepared by the Chief Executive Officer.

Handwritten signature of Emily Williams in cursive script.

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

Handwritten signature of Alexander T. Summers in cursive script.

Alexander Summers, MD, MPH, CCFP, FRCPC
Medical Officer of Health