



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Secretary and Treasurer

DATE: 2024 January 18

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## ELECTION OF 2024 BOARD OF HEALTH EXECUTIVE

### Recommendation

*It is recommended that the Board of Health:*

- 1) Appoint a Chair for the 2024 term;*
- 2) Appoint a Vice-Chair for the 2024 term;*
- 3) Appoint a Secretary for the Board of Health for 2024 term; and*
- 4) Appoint a Treasurer for the Board of Health for the 2024 term.*

### Key Points

- Per Board of Health By-law No. 3, Section 18.0 notes that the Board must elect by majority vote a Chair, Vice-Chair, Secretary and Treasurer.
- The outgoing 2023 Board of Health Executive is:
  - Matt Newton-Reid – Chair
  - Mike Steele – Vice-Chair
  - Emily Williams – Secretary
  - Emily Williams – Treasurer

### Board Membership Update

The Board of Health consists of the following Members:

1. **Five provincial appointees (two vacancies):** Mike Steele, Selomon Menghsha and Howard Shears
2. **Three City of London appointees:** Matt Newton-Reid, Peter Cuddy and Skylar Franke
3. **Three Middlesex County appointees:** Aina DeViet, Michelle Smibert and Mike McGuire

The appointment list of the current Board of Health membership can be found in [Appendix A](#).

### 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.

- 18.1 *At the first meeting of each calendar year the Board shall elect by a majority vote a Chair, Vice-Chair, Secretary, and Treasurer for that year.*
- 18.2 *The Chair of the Board shall be selected by the voting members to serve for a term of one year. The Chair may be nominated to serve for a consecutive term.*
- 18.3 *The Vice-Chair, Secretary, and Treasurer shall be elected for a one-year term.*
- 18.4 *The Secretary and Treasurer are separate roles that may be performed by any member (appointed and/or ex-officio) of the Board of Health with the requisite skill set. This will be determined on an annual basis in accordance with the appropriate by-law procedure.*

- 18.5 *At the first meeting of each calendar year, the Board shall appoint the representative or representatives required to be appointed annually at the first meeting by the Board to other Boards, bodies, or commissions where appropriate.*
- 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.).*

### **Election of Executive Officers**

**Chair:** As per the current By-law No. 3, Section 18.2, as stated above, the Chair is selected by the voting members to serve for a term of one year. The Chair may be nominated to serve for a consecutive term. The Chair for 2023 was Matt Newton-Reid, a City of London appointee.

**Vice-Chair:** By-law No. 3, Section 18.3 stipulates that the Vice-Chair is elected for a one-year term. The Vice-Chair for 2023 was Mike Steele, a provincial appointee.

**Secretary:** By-law No. 3, Section 18.3 stipulates that the Secretary is elected for a one-year term. By-law No. 3, Section 18.4 states that the Secretary role may be performed by any member (appointed and/or ex-officio) of the Board with the requisite skill set. The Secretary for 2023 was Emily Williams, Chief Executive Officer.

**Treasurer:** By-law No. 3, Section 18.3 stipulates that the Treasurer is elected for a one-year term. By-law No. 3, Section 18.4 states that the Treasurer role may be performed by any member (appointed and/or ex-officio) of the Board with the requisite skill set. The Treasurer for 2023 was Emily Williams, Chief Executive Officer.

This report was prepared by the Secretary and Treasurer.



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