



## MIDDLESEX-LONDON HEALTH UNIT

REPORT NO. 04-23

TO: Chair and Members of the Board of Health

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

DATE: 2023 January 19

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### 2021 ANNUAL REPORT AND ATTESTATION

#### Recommendation

*It is recommended that the Board of Health approve the 2021 Annual Report and Attestation as noted in Report No. 04-23 re: “2021 Annual Report and Attestation”.*

#### Key Points

- The Ontario Ministry of Health requires public health units to submit an Annual Report and Attestation.
- Staff at the Middlesex London Health Unit (MLHU) have completed the ministry required template for the 2021 Annual Report and Attestation for submission in early 2023.
- Due to COVID-19 pandemic, the 2021 report also includes program indicators for 2019 and 2020.
- The Board of Health must complete a certificate of attestation to demonstrate compliance with the organization requirements outlined in the Ontario Public Health Standards.

#### Background

The Annual Report and Attestation is a funding and accountability reporting tool that Boards of Health are required to submit annually as per the Ontario Public Health Standards: Requirements for Programs, Services, and Accountability, and the Public Health Funding and Accountability Agreement. Due to the response to COVID-19 at the local level, prior year Annual Reports for 2019 and 2020 were deferred. Given Boards of Health have already submitted year-end financial information through the Annual Reconciliation Reporting process for these years, the ministry will not be requiring the completion of financial data related to the 2019 and 2020 Annual Report; however, boards of health will be required to complete 2019 and 2020 reporting on program outcome indicators as part of the 2021 Annual Report (Appendix A).

#### 2021 Annual Report

As per the Accountability Agreement, the ministry typically requires the Annual Report to be completed, and submitted, by the end of April of the subsequent year. However, given the demands of the pandemic, the due date for the 2021 Annual Report was extended to January 2023.

The 2021 Annual Report and Attestation was completed by the MLHU leaders to reflect the work completed during a pandemic year. The program indicators are included for 2019-2021, however there are some indicators that are not being provided because further development and renewal work is required. This work is planned for 2023. The attestation indicates that most requirements were met even though resources were redeployed to assist with the pandemic; for each requirement that was not met or fully met mitigation strategies are identified.

The financial-related information is not included in the current report due to formatting errors contained in the template provided; these are expected to be adjusted by the Ministry in the coming days. The information

reported is an exact duplicate of the Board-approved, audited financial statements from 2021, which do not need to be re-approved by the Board.

**Conclusion**

The Annual Report for 2021 reflects the significant demands of the COVID-19 pandemic on the capacity of the Health Unit to meet all components of the Ontario Public Health Standards through the crisis. Recovery strategies are underway in 2023, including the ongoing development of relevant indicators of the Health Unit's work.

**Next Steps**

The Annual Report and Attestation ([Appendix A](#)) will be submitted to the Ministry pending Board approval.

This report was prepared by Program Planning and Evaluation team, Office of the Medical Officer of Health Division.



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



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