



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Chief Executive Officer

DATE: 2022 January 20

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## CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR DECEMBER

### ***Recommendation***

***It is recommended that the Board of Health receive Report No. 05-22 re: “Chief Executive Officer Activity Report for December” for information.***

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The following report highlights activities of the Chief Executive Officer for the period of November 25, 2021 to January 6, 2022.

Standing meetings include weekly Healthy Organization leadership team meetings, City of London Operations, SLT, IMS (Incident Management System)-COVID Vaccination, VIP-OPAL (Vaccine Informatics Planning-Operations and Logistics), Logistics and Operations, and R3 (Repatriation, Redeployment and Recruitment), Virtual Staff Town Hall meetings, VOC (Vaccine Operations Committee), and C3 (COVID Collaborative Committee) meetings (as of January 5, 2022, the IMS-COVID Vaccination and VIP-OPAL meetings are being replaced by the C3 and VOC meeting).

The Chief Executive Officer also attended the following meetings:

**Client and Community Impact** – *These meeting(s) reflect the CEO’s representation of the Health Unit in the community:*

**November 29** The CEO (Interim) and other MLHU leaders met with the Ministry to discuss Provincial Mobile Clinic Support for Pediatric Vaccinations in the Middlesex London area.

**November 30** The CEO (Interim) met with Cindy Howard from the Middlesex County to discuss the MLHU Budget.

**December 1** The CEO (Interim) met with Anna Lisa Barbon and Kyle James Murray from the City of London to discuss the MLHU Budget.

**December 2** The CEO (Interim) attended the City of London’s Strategic Priorities and Policy Committee – Budget meeting regarding agenda items 4.1 (b) – Case #P-2 MLHU – Inflationary Pressures – Operating Expenditure \$1,280,000; Tax Levy \$1,280,000 and 4.2 2021 Middlesex London Health Unit Funding Request.

**December 9** The CEO (Interim) met with Terry Power from St. John Ambulance to discuss therapy dog visits for clients at the Mass Vaccination Clinics.

**December 20** The CEO met with Adam Dukelow from London Health Sciences to discuss Agriplex operations.

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**January 6** The CEO met with Reg Ash from the Western Fair District to discuss the Agriplex Mass Vaccination Clinic site.

**Employee Engagement and Learning** – *These meeting(s) reflect on how the CEO 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:*

**November 29** The CEO (Interim) met with the MLT (MLHU Leadership Team) Planning Committee members to discuss and plan the December MLT meeting agenda.

**December 1** The CEO (Interim) met with the Employee Wellness Solutions Network, the health unit's Employee and Family Assistance Program vendor to discuss programming for 2022.

**December 1** The CEO (Interim) met with the CUPE union.

**December 9** The CEO (Interim) met with the ONA union.

**December 10** The CEO attended the MLHU Virtual Staff Day and presented the long-service awards.

**December 14** The CEO attended the MLT meeting, presenting feedback and follow up items related to the implementation of the 'Joy in Work' framework being implemented.

**December 15** The CEO met with other MLHU leaders to discuss and review MLHU's Ontario Seniors Dental Care Program Business Case.

**December 22** The CEO delivered a staff appreciation gift to staff at the Agriplex Mass Vaccination Clinic.

**Personal Development** – *These meeting(s) reflect on how the CEO develops their leadership, skills and growth to define their vision and goals for the Health Unit.*

**December 9** As part of the Interim CEO's McCormick Care Board membership, the Interim CEO attended the McCormick Executive Committee meeting.

**Governance** – *This meeting(s) reflect on how the CEO influences the alignment of management methods and systems to ensure appropriate structures and resources are in place to achieve the HU's mission and vision. This also reflects on the CEO's responsibility for actions, decision and policies that impact the HUs 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:*

**December 1** The CEO (Interim) attended the December Board of Health Agenda review meeting discuss the agenda.

**December 9** The CEO attended the Board of Health Meeting.

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**January 6** The CEO participated in the monthly Ministry of Health Public Health Funding teleconference.

This report was prepared by the Chief Executive Officer.

A handwritten signature in black ink that reads "E. Williams". The signature is written in a cursive style with a large, looped initial "E".

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