



TO: Members of the Board of Health

FROM: Mr. Marcel Meyer, Chair

DATE: 2013 May 9

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## ELECTION OF SECRETARY-TREASURER

### ***Recommendation***

*It is recommended that Dr. Christopher Mackie be elected Secretary-Treasurer of the Board of Health.*

### **Key Points**

- Dr. Bryna Warshawsky has been the Secretary-Treasurer since the retirement of the former Medical Officer of Health, Dr. Graham Pollett at the end of September 2012.
- The Board of Health has hired Dr. Christopher Mackie as the Medical Officer of Health and Chief Executive Officer effective May 1, 2013, and it is therefore recommended that Dr. Christopher Mackie be elected Secretary-Treasurer of the Board of Health.

On September 13, 2012 ([Report No. 099-12](#)), the Board of Health elected Dr. Bryna Warshawsky as the Secretary-Treasurer for the remainder of the 2012 calendar year. On January 17, 2012 ([Report No. 001-13](#)), Dr. Warshawsky was again elected Secretary Treasurer until such time a successor was in place for the position of Medical Officer of Health, and the Board of Health could elect a new Secretary-Treasurer.

Historically, the practice of the Board of Health has been to name a staff member (i.e. the Medical Officer of Health and CEO) as the Secretary-Treasurer, due to the administrative nature the position. Policy No. 1-010 (attached [Appendix A](#)) entitled “Structure and Responsibilities of the Board of Health” deals with the election of Officers. Attached as [Appendix B](#) are the Board of Health Bylaws which set out the duties and responsibilities of the Secretary-Treasurer. Bylaw No. 1 highlights the Treasurer component of the Secretary-Treasurer position whereas Bylaw No. 2 – Section 7 summarizes the secretarial duties of the position.

It is recommended that the Board of Health elect Dr. Christopher Mackie as the new Secretary-Treasurer of the Board of Health at the May 9<sup>th</sup> Board of Health meeting.

This report was prepared by Mr. John Millson, Director Finance and Operations.

Marcel Meyer  
Chair, Board of Health