



TO: Chair and Members of the Board of Health
FROM: Christopher Mackie, Medical Officer of Health
DATE: 2013 June 20

FINANCE & FACILITIES COMMITTEE – DRAFT TERMS OF REFERENCE

Recommendations

It is recommended:

- 1) That the Board of Health review and approve the draft terms of reference for the Finance & Facilities Committee attached as Appendix A; and further,***
- 2) That the Board of Health appoint members of the committee as per the terms of reference; and further,***
- 3) That the Board of Health select a meeting date for the first meeting of the committee.***

Key Points

- To provide additional oversight to the financial management of the Health Unit, the Board of Health wishes to form a Finance & Facilities Committee.
- The draft Terms of Reference for this proposed committee are attached as Appendix A.

At the February 19, 2013 meeting the Board reviewed [Report No. 019-13](#) in regards to implementing a new committee with the purpose of providing an advisory and monitoring role to the Board, the Medical Officer of Health and Chief Executive Officer, and the Director of Finance & Operations in administrative and risk management matters relating to the finance and facilities of the organization.

The [minutes](#) of the meeting reflect the Boards decision to table Report No. 019-13 until Dr. Christopher Mackie, Medical Officer of Health & Chief Executive Officer, begins his employment.

Attached for the Board's consideration as [Appendix A](#) is the draft terms of reference for the Finance & Facilities Committee.

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

Christopher Mackie, MD, MHSc, CCFP, FRCPC
Medical Officer of Health