

TO: Chair and Members of the Board of Health

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2013 October 17

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## BOARD OF HEALTH SELF-ASSESSMENT SURVEY – PROPOSED REVISIONS

### *Recommendations*

#### *It is recommended:*

- 1. That the Board of Health Endorse the revisions to the Board of Health Self-Assessment survey, and*
- 2. That the survey be completed annually in March, and*
- 3. That an ad hoc committee, appointed by the Board Chair each year in February, review the survey results and propose recommendations for improvements in Board effectiveness and engagement.*

### **Key Points**

- An ad hoc committee revised the Board of Health Self-Assessment survey and recommends it be completed annually in March.

In April 2013, the Board of Health asked that an ad hoc committee of the Board be created, consisting of Ms. Fulton, Mr. Peer and Mr. Meyer to work with Ms. Sarah Maaten, Epidemiologist, to revise the Board Self-Assessment tool and process to meet Board members' needs and the [Ontario Public Health Organizational Standards \(OPHOS\)](#). A revised self-assessment survey ([Appendix A](#)) was created consisting of fewer, more clearly written questions to address the five areas mandated in the OPHOS.

The ad hoc committee recommends that the attached survey be completed in March of each year. This meets the frequency requirement outlined in the OPHOS and the needs of the Board.

The ad hoc committee also recommends that the Chair appoint an ad hoc committee of two or three Board members each year in February to review the findings. The committee, with the Epidemiologist and Medical Officer of Health, will review anonymous findings of the survey and propose "recommendations for improvements in board effectiveness and engagement" as stated in Requirement 4.3 of OPHOS and present to the Board as a whole.

This report was prepared by Ms. Sarah Maaten, Epidemiologist.



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