

TO: Chair and Members of the Board of Health

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2014 January 16

ELECTION OF 2014 BOARD OF HEALTH EXECUTIVE AND OTHER PROCEDURES

Recommendations

It is recommended:

- 1) *That the Board of Health amend Bylaw # 3 to change the term of the Chair to two years, with the second year being confirmed by a vote of the Board at the relevant January meeting.*
- 2) *That _____ be elected Chair of the Middlesex-London Board of Health for the year 2014; and further*
- 3) *That _____ be elected Vice-Chair of the Middlesex-London Board of Health for the year 2014; and further*
- 4) *That Dr. Christopher Mackie be elected Secretary-Treasurer of the Middlesex-London Board of Health; and further*
- 5) *That the Board of Health recognize the Finance and Facilities Standing Committee, created in 2013.*

Board Membership Update

The current Board of Health consists of:

1. **Five (5) Provincial Appointees:** Ms. Trish Fulton, Mr. Ian Peer, Ms. Viola Poletes Montgomery; Ms. Nancy Poole and Mr. Mark Studenny. In 2013, three provincial appointees were reappointed by the Minister of Health and Long-Term Care as follows: Ms. Nancy Poole (term now expires July 2016, Mr. Ian Peer (term now expires November 2016) and Ms. Trish Fulton (term now expires January 2017). Ms. Viola Poletes Montgomery and Mr. Mark Studenny have requested reappointment.
2. **Three (3) City of London Appointed Members:** Ms. Denise Brown, Mr. Stephen Orser and Ms. Sandy White.
3. **Three (3) Middlesex County Appointed Members:** Mr. David Bolton, Mr. Al Edmondson and Mr. Mayor Marcel Meyer.

The terms of the current municipal appointees expire November 30, 2014 (City of London) and December 31, 2014 (County of Middlesex). The municipalities will make appointments to the Board of Health for the 2014 to 2018 term following the October 2014 municipal election.

The terms of Board of Health Members can be found in [Appendix A](#).

Procedures for the First Meeting of the Year

Bylaw No. 3 of the Board of Health regulates the proceedings of the Board. Section 18.0 of this Bylaw addresses Elections and Appointment of Committees. It reads as follows:

- 18.1 *At the first meeting of each calendar year, the Board shall elect by a majority vote a Chair and a Vice-Chair for that year.*
- 18.2 *The Chair of the Board shall rotate on an annual basis to one of the representatives of the City of London, the County of Middlesex and the Province of Ontario.*
- 18.3 *At the first meeting of each calendar year, the Board shall appoint the representative or representatives required to be appointed annually at the first meeting by the Board to other boards, bodies or commissions where appropriate.*
- 18.4 *The Board may appoint committees from time to time to consider such matters as specified by the Board. (e.g., Human Resources, Planning, etc.).*

Election of Executive Officers

Chair: As per the current Bylaw No. 3 Section 18, as stated above, the position of Chair rotates annually among the three representative bodies. The 2013 Chair, Mr. Marcel Meyer, is a Middlesex County appointee. It has been proposed that the Bylaw be amended as follows: *The Chair of the Board shall rotate among one of the representatives of the City of London, the County of Middlesex and the Province of Ontario. The term of the Chair shall be to two years, with the second year being confirmed by a vote of the Board at the relevant January meeting.*

Alternatives for the Board to consider would include: a) maintaining the one-year term; b) moving to a renewable term with a maximum of two or more years; and c) setting a fixed term of two or more years

Vice-Chair: Bylaw No. 3 Section 18 stipulates that the Vice-Chair is elected for a one year term, but does not further stipulate how this position is selected. Ms. Denise Brown, a City of London appointee, was the 2013 Vice-Chair.

Secretary-Treasurer: Traditionally the Secretary-Treasurer functions have been served by the Medical Officer of Health and CEO.

Establishment of Standing Committees

In Section 1.3 (ii) of Board of Health Policy No. 1-010 Structure and Responsibilities of the Board of Health, the Board determines whether it wishes to establish one or more Standing Committees at its inaugural meeting of the year. In 2013, the Board of Health created the Finance and Facilities Standing Committee which meets the first Thursday of the month, starting in August 2013. At the December 2013 meeting, the Board supported Report No. [132-13](#) re Building the Best Board: A Governance Committee which gave staff direction to develop a draft Terms of Reference for a Governance Committee. This proposed Standing Committee is the subject of [Report No. 003-14](#) in this agenda.

Meeting Schedule for 2014

At the December 2013 Board of Health meeting, Board members approved Report No. [131-13](#) re Proposed Dates for 2014 Board of Health and Finance & Facilities Committee Meetings. Board members moved that the proposed meeting dates be approved, noting that the February 2014 meeting date will be decided at the January 2014 Board meeting.



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