



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2016 January 21

2016 GOVERNANCE COMMITTEE REPORTING CALENDAR

Recommendation

It is recommended that the Governance Committee receive Report 01-16GC for discussion and review of the proposed 2016 Governance Committee Reporting Calendar.

Key Points

- The 2016 Governance Committee Reporting Calendar defines the annual activities to be undertaken.
- Additions to the 2016 Calendar include a review of the Governance Committee Terms of Reference.
- The Governance Committee is currently scheduled to meet quarterly in January, April, July and October.

Background

The Governance Committee reviewed and approved a reporting calendar at the April 16, 2015 meeting which provides a clear articulation of the reporting requirements of this Committee. The calendar helps to ensure that the Board of Health is in compliance with relevant statutes and provides a proactive approach to Board of Health accountability and performance management.

Continuing with this practice in 2016, the Governance Committee Reporting Calendar ([Appendix A](#)) highlights the regular activities required of the Committee for this calendar year. These reporting activities were identified through the review of the Ontario Public Health Organizational Standards, the alpha Governance Toolkit and the Governance Committee Terms of Reference.

Revisions to the 2016 Reporting Calendar

Upon further review of the Governance Committee Terms of Reference, it was determined that a semi-annual review should be added to the reporting calendar for 2016. Recommendations from the Critical Elements for Effective Governance session held by Mr. Graham Scott on November 19, 2015 as well as changes to the organizational structure of the Middlesex-London Health Unit also necessitate a review of the terms of reference.

Next Steps

The proposed meeting dates for 2016 align with the terms of reference which calls for the committee to meet quarterly or at the call of the Chair of the Committee. Staff will use the 2016 Reporting Calendar to support the work of the Committee for the calendar year.

This report was prepared by Mr. Jordan Banninga, Manager of Strategic Projects.

A handwritten signature in black ink, appearing to read 'C. Mackie'.

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