



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2016 April 21

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## NOMINATION AND APPOINTMENT PROCESS

### ***Recommendation***

*It is recommended that the Governance Committee:*

- 1. Receive Report No. 011-16GC for information;*
- 2. Approve the revised Nomination and Appointment Process;*
- 3. Recommend the Board of Health conduct a skills inventory of its members; and*
- 4. Recommend staff begin work with DiverseCity OnBoard to identify potential provincial appointees to the Board of Health.*

### **Key Points**

- An inventory of Board member skills is a valuable tool to enable recruitment of appropriate members.
- DiverseCity is a program available to assist boards in the identification of qualified and diverse board candidates.
- Potential candidates for the Board of Health have begun to come forward to enquire about the process.

### **Background**

The Middlesex-London Health Unit has been proactive in establishing some of the components of a nomination and appointment process with the Board of Health Member – Role Description which articulates the role, responsibilities and expectations appointing bodies should review when considering appointments ([Report No. 065-14](#)). However, current governance best practices necessitate the need to consider the skill mix and diversity of the board. This was articulated by Mr. Graham Scott during his session on “Critical Elements for Effective Governance” along with the need for a systematic, clear and transparent nominations process.

### **Nomination and Appointment Process**

The Board of Health currently has a Provincial Appointee Reappointments Process in place, Appendix B of Policy 1-010, to manage the reappointment of Board members. This process has been revised following feedback at the Governance meeting on January 21, 2016 to account for both municipal and provincial vacancies as well as for appointment or reappointment. The significant change to this process is the inclusion of diversity and skill composition of the current Board as criteria to be considered during the nomination process. The revised Nomination and Appointment Process is attached as [Appendix A](#).

### **Board of Health Skill Inventory**

Board diversity and skill mix are seen as essential components for a high performing Board. It is also important that the Board reflects the community they serve and that it has the requisite skills to handle a wide variety of Board of Health matters. It is also helpful to understand the skill composition of the Board so that expertise can be brought in when required. A sample Board Diversity Grid is attached as [Appendix B](#).

Conducting a skills inventory of our current Board members could allow the Middlesex-London Health Unit to target specific skills sets that would be of value to the Board.

### **Appointment Recommendation**

The Pillar Non-profit Network offers a program called DiverseCity OnBoard. This program seeks to identify qualified candidates from visible minority and under-represented groups to ensure they are included in decision-making in the community.

In response to proposed changes to the Nomination and Appointment Process, it is additionally proposed that the Board utilize this program to screen qualified candidates to recommend for provincial and municipal nominations. The program also provides successful candidates with training in board governance that includes: board essentials, legal roles and responsibilities, finance essentials, commitment to diversity, resource development, risk management and strategic planning.

The expected cost for our organization to use this program would be approximately \$500 annually.

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



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