

TO: Chair and Members of the Board of Health

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2016 July 21

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## **BOARD OF HEALTH DEVELOPMENT SESSION**

### ***Recommendation***

*It is recommended that the Governance Committee:*

- a) Receive Report No. 013-16GC 2016 Board of Health Development Session for information; and*
- b) Recommend that the Board of Health approve the scheduling of a Board development session in the Fall.*

### **Key Points**

- To address Board of Health development opportunities highlighted by the Self-Assessment and in consultation with the Chair of the Governance Committee, staff are recommending a risk-management training session provided by alPHa and the Ministry of Health & Long Term Care.
- This risk management training session could be held in the Fall and will also include input from staff of the Health Unit regarding the risks faced by MLHU and mitigation strategies.

### **Background**

Based on the findings of the 2016 Board of Health Self-Assessment, it was recommended that the Board of Health continue to participate in offsite workshops that focus on three key areas:

- Learning opportunities for current best practices in public health and governance;
- Ensuring all relevant information is taken into consideration when making decisions; and
- Accomplishing our strategic outcomes in our strategic plan.

Staff has worked with the Chair of the Governance Committee to identify opportunities that would appropriately address the items noted above. This report provides additional information regarding a potential risk management session and seeks approval to arrange this training.

### **Proposed Board of Health Development**

Staff has been in contact with Linda Stewart, Executive Director, Association of Local Public Health Agencies (alPHa) and Corinne Berinstein, Senior Audit Manager, Treasury Board Secretariat regarding potential options for risk management sessions. Specifically, they propose:

Staff Session #1	Participation in a Risk Management 101 Webinar (90 minutes)
Staff Session #2	Facilitated session with Corinne Berinstein for managers (~3 hours). This session is to identify the risks and mitigation strategies that will go to the Board Development Session. May include teleconferences as needed.
Board Development Session	Facilitated session with Corinne Berinstein for Board members(~4 hours). Corinne provides Risk Management 101 for boards followed by a management presentation of the risks and mitigation strategies already developed. The board then reviews/discusses each risk and mitigation strategy, testing for valid assessment of likelihood, impact, heat map, etc.
Staff Session #3	Webinar to build capacity for next steps, e.g., cascading things down to the rest of the organization (90 minutes)

### **Risk Management Requirements**

Risk management is a requirement that is outlined by the Ontario Public Health Organizational Standard 6.2 stating “the board of health shall ensure that the administration monitors and responds to emerging issues and potential threats to the organization, from both internal and external sources, in a timely and effective manner. Risk management is expected to include, but is not limited to: financial risks, HR succession and surge capacity planning, operational risks, and legal issues.”

Additionally, the Governance Committee has identified Risk Management responsibilities as part of the annual reporting calendar.

This Board development session provides the opportunity to move this work forward and provide meaningful training to the board members on what risk management is and the risks and strategies for the Health Unit.

### **Next Steps**

This Board of Health development activity would require efforts on the part of staff to prepare the risk management information and to assist with the facilitation of the session. Should the board approve the scheduling of this session, staff will proceed with making arrangements and confirming a date for the session.

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



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