



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2016 November 17

BOARD OF HEALTH GOVERNANCE BY-LAW AND POLICY REVIEW

Recommendation

It is recommended that the Governance Committee:

- a) Receive report No. 018-16GC for information;*
- b) Forward the applicable policies for review by the Finance and Facilities Committee;*
- c) Recommend that the Board of Health approve the by-laws;*
- d) Schedule an additional meeting to review and approve the drafted policies outlined in [Appendix B](#); and*
- e) Recommend that the Board of Health approve the plan for the development of policies as outlined in [Appendix C](#).*

Key Points

- The Board of Health Governance Manual which includes Board by-laws and policies is the responsibility of the Governance Committee to maintain.
- A proposed policy model was brought forward to the Governance Committee in April 2016 and staff were directed to review the policy program and bring the new policy program forward to the Governance Committee.
- The new policy program is based on Mr. Graham Scott's session on Critical Elements of Board Governance.

Background

An updated policy model for the Board of Health was recommended at the April 2016 Governance Committee meeting. This policy model incorporates governance best practices from the Ontario Public Health Organizational Standards and Mr. Graham Scott's session on Critical Elements of Board Governance.

Staff have taken the opportunity between April and November to enhance the current policy model ([Appendix A](#)) to reflect the recommendation provided by Mr. Scott. Changes to existing policies are included as blacklined documents in this appendix.

By-law and Policy Model 2.0

The transition from the contemporary policy model to the proposed policy model, dubbed By-law and Policy Model 2.0 required extensive review of relevant legislation to ensure that no gaps were created in moving from the old model to the new. Key modifications to model 2.0 include the segmentation of the Board of Health by-laws, the addition of new policies and the consolidation of some of the existing policies.

The comprehensive listing of by-laws, policies, scheduled dates of Governance Committee review and a summary of changes made to date can be found as [Appendix B](#). Additionally, this appendix also contains all revised, moved or developed policies.

Next Steps

The Governance Committee now has the opportunity to review the By-law and Policy Model 2.0 as well as the constituent by-law and policy amendments and additions. It is recommended that finance policies be forwarded to the Finance and Facilities Committee for review prior to approval from the Board of Health.

Once the Governance Committee is satisfied with the review of the policies, they will be forwarded to the Board of Health for approval.

Additional policies will continue to be brought forward to the Governance and Finance and Facilities Committees to meet the full requirements of the By-law and Policy Model 2.0, the schedule of which is outlined in [Appendix C](#).

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



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