



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2017 January 19

2017 GOVERNANCE COMMITTEE REPORTING CALENDAR AND MEETING DATES

Recommendation

It is recommended that the Governance Committee:

- 1) *Receive Report 001-17GC re: 2017 Governance Committee Reporting Calendar; and*
- 2) *Approve the 2017 Governance Committee Reporting Calendar and Meeting Dates ([Appendix A](#)).*

Key Points

- The 2017 Governance Reporting Calendar defines the annual activities to be undertaken by the Committee.
- Considerations for the 2017 Calendar include the potential addition of reporting requirements resulting from the continued Governance Committee by-law and policy review which was initiated in 2016.
- Eight meetings are proposed for 2017.

Background

The Governance Committee reviews the reporting calendar annually to ensure that reporting requirements of the Governance Committee are clearly articulated, that the Board of Health is in compliance with relevant statutes and that the Committee is providing a proactive approach to Board of Health generative governance, performance and accountability.

Continuing with this practice in 2017, the Governance Committee Reporting Calendar ([Appendix A](#)) highlights the regular activities required of the Committee for this calendar year. Additionally, the calendar also proposes meeting dates for 2017. 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.

Processes Complimentary to the 2017 Reporting Calendar

In 2016, the Governance Committee initiated an extensive revision process for the Governance Manual. Many of the items identified to be reviewed, revised, drafted or withdrawn will continue to be discussed by the committee throughout 2017. These policies and a timeline for their consideration were previously discussed at the November 2016 meeting ([Report No.018-16GC](#)).

These policies may result in additional reporting obligations to the Governance Committee, Finance and Facilities Committee and the Board of Health depending on the nature of the policies. The need for reporting will be determined during the Governance Manual review process.

Next Steps

Staff will use the 2017 Reporting Calendar to support the work of the Committee for the calendar year and align reports with scheduled Governance Committee meetings. As work progresses with the Governance Manual review, the Reporting Calendar will be amended to include reporting obligations that may be identified.

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

A handwritten signature in black ink, appearing to read 'C. Mackie', is positioned above the printed name and title.

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