

TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2017 January 19

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## 2017 BOARD OF HEALTH ORIENTATION

### **Recommendation**

*It is recommended that Report No. 003-17GC re “2017 Board of Health Orientation” be received for information.*

### **Key Points**

- The Board of Health Orientation will consist of online self-paced learning as well as an orientation session at the Middlesex-London Health Unit at a date convenient for new board members.
- A thorough orientation allows new Board Members to contribute effectively to Board of Health governance and improve performance of the Middlesex-London Health Unit.

### **Background**

In April 2015, the Governance Committee received an Orientation Update (Report No. 07-15GC) that outlined the online orientation components and a draft agenda for the on-site orientation. Committee members agreed that an orientation is essential; but that it must be time effective. It was emphasized that part days are preferable to full days, that it be open to all Board members and that it be scheduled to consider time and work commitments of the Board of Health Members.

Continuing with the practices established by the Board of Health at this time, staff have prepared all relevant online materials and will arrange for an on-site tour of the Health Unit for all new members.

### **Required Pre-Orientation Training**

Members of the Board of Health are required to complete training for the Accessibility for Ontarians with Disabilities Act (AODA) prior to the on-site orientation. Those who have already completed AODA training can forward a confirmation of participation to the Executive Assistant to the Board of Health and Communications rather than completing the training again. The training can be accessed using a link to be provided to Board of Health members who have no demonstrated completion of AODA.

### **On-Site Orientation**

Staff will coordinate with the new Board of Health members to determine availability to meet with Health Unit Directors/Managers. The on-site orientation will orient these members to the breadth of programs and services delivered by the Health Unit. It is expected that the orientation session will take approximately three hours.

## **Online Self-Paced Learning**

Additional content for the Board of Health is available online including:

- Essential reading;
- Recommended Priority reading;
- Legislation specific to public health;
- Provincial public health reports;
- Middlesex-London Health Unit Program Budgeting Templates;
- Middlesex-London Health Unit documents; and
- Other web-based resources for Board of Health Members.

These materials can be accessed by going to: <https://www.healthunit.com/board-of-health-orientation>.

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

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

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