



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health/CEO

DATE: 2018 January 18

2018 BOARD OF HEALTH ANNUAL DECLARATIONS

Recommendation

It is recommended that the Governance Committee:

- 1) Receive Report No. 003-18GC re: “2018 Board of Health Annual Declarations”; and***
- 2) Approve initiation of the Board of Health Annual Declaration Process for 2018.***

Key Points

- According to applicable Governance Policies all Board of Health Members must complete annual declarations for privacy and confidentiality and conflict of interest.
- The review of policies and declarations help to enhance board effectiveness and accountability.

Background

According to Governance Policies G-100 Information Privacy & Confidentiality and G-280 Conflict of Interest and Declaration, Board of Health members must sign annual declarations indicating that they understand their obligations as Board Members under these policies.

These policies were approved by the Board of Health as part of the Governance Policy Review in 2017 and contribute to effective board governance and accountability.

Declaration Process

1. Governance Committee reviews policies G-100 Information Privacy & Confidentiality ([Appendix A](#)) and G-380 Conflict of Interest and Declaration ([Appendix B](#)).
2. The Governance Committee Report forwards the reviewed policies to the Board of Health for approval and recommends the declaration process for 2018.
3. The policies and declaration will be distributed via email following the January Board of Health meeting.
4. Completed declarations forms can be completed at the February 15th Board of Health meeting or printed and submitted in a sealed envelope to 50 King St. London, ON, N6A 5L7 Attn: Executive Assistant to the Board of Health before February 15th.

Next Steps

The Manager, Strategic Projects will coordinate the distribution of the policies and declarations and archive the signed documents according to Middlesex-London Health Unit retention policies.

This report was prepared by the Strategic Projects Team, Corporate Services Division.

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

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