



TO: Chair and Members of the Finance & Facilities Committee

FROM: Christopher Mackie, Medical Officer of Health/CEO

DATE: 2018 February 1

FINANCE & FACILITIES COMMITTEE – REPORTING CALENDAR

Recommendation

It is recommended that Report No. 002-18FFC re: “Finance & Facilities Committee – Reporting Calendar” be received for information.

Key Points

- The 2018 Finance & Facilities Committee (FFC) Reporting Calendar provides a framework for activities anticipated to be undertaken in the current year.
- The Committee’s duties and responsibilities are articulated in the Terms of Reference, the Health Protection and Promotion Act, the Ontario Public Health Organizational Standards, and other applicable legislation.

Background

The Finance & Facilities Committee serves in an advisory and monitoring role for the Board of Health in relation to the administration and risk management of matters regarding the organization’s finances and facilities. In this role, it is important that Committee members are aware of the annual reporting requirements and other responsibilities with which the Committee is tasked.

The FFC Reporting Calendar provides a prudent and effective means of assessing reporting requirements, ensuring compliance with relevant statutes, and initiating a proactive approach to Board of Health accountability and performance.

Finance & Facilities Committee Reporting Calendar

The FFC Reporting Calendar is an account of the planned activities required of the Committee. The Reporting Calendar should be updated annually to include additional accountabilities identified by FFC members and staff.

A draft Reporting Calendar with proposed meeting dates is attached as [Appendix A](#).

This report was prepared the Finance 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