



TO: Chair and Members of the Finance & Facilities Committee

FROM: Christopher Mackie, Medical Officer of Health/CEO

DATE: 2019 February 7

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## **FINANCE & FACILITIES COMMITTEE – 2019 REPORTING CALENDAR**

### ***Recommendation***

*It is recommended that the Finance & Facilities Committee approve Report No. 002-19FFC re: “Finance & Facilities Committee – 2019 Reporting Calendar.”*

### **Key Points**

- The 2019 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 its 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 the Board of Health in an advisory and monitoring role in relation to the administration and risk management of matters concerning the organization’s finances and facilities. In this role, it is important that Committee members are aware of the annual reporting requirements and other Committee responsibilities.

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 is updated annually to include additional accountabilities identified by FFC members and staff.

A draft Reporting Calendar with proposed meeting dates, attached as [Appendix A](#), is submitted for the Committee’s approval.

This report was prepared by the Finance Team, Healthy Organization Division.

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

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