



TO: Chair and Members of the Governance Committee

FROM: Christopher Mackie, Medical Officer of Health / CEO

DATE: 2020 February 27

BOARD OF HEALTH SELF-ASSESSMENT

Recommendation

It is recommended that the Governance Committee:

- 1) *Receive Report No. 004-20GC re: “Board of Health Self-Assessment”;*
- 2) *Recommend that the Board of Health approve the Board of Health Self-Assessment Tool appended to this report and approve initiation of the Board of Health self-assessment process for 2020.*

Key Points

- Board of Health self-assessment is required under the Ontario Public Health Standards.
- The self-assessment results are essential for understanding Board effectiveness and engagement, and for developing recommendations for improvement.
- The Governance Committee is responsible for initiating the annual Board self-assessment process and for assisting and advising staff in its administration.

Background

The Ontario Public Health Standards require that boards of health complete a self-assessment of their governance practices and outcomes at least every other year. It has been the Governance Committee’s practice to complete the self-assessment annually.

Self-Assessment Process

1. The Governance Committee reviews and recommends for Board approval the Board of Health Self-Assessment Tool (attached as [Appendix A](#)).
2. Following Board approval, the Board of Health Self-Assessment Tool is distributed via email to Board members for completion.
3. Surveys may be completed electronically or on paper. Completed hard copies can be submitted in a sealed envelope to the Executive Assistant (EA) to the Board of Health and/or the EA to the MOH/CEO.
4. Survey results are reported to the Governance Committee anonymously, without any identifying information, to inform recommendations for improvements in Board effectiveness and engagement.
5. The assessment findings and the Governance Committee’s recommendations are submitted to the Board of Health for approval.

Next Steps

The Governance Committee, with the assistance of Health Unit staff, will administer the Board of Health Self-Assessment Tool and review anonymized results to identify recommendations for improvement in Board effectiveness and engagement.

The assessment's findings and the Governance Committee's recommendations will be submitted to the Board of Health for approval.

This report was prepared by the Privacy, Risk and Governance 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