



TO: Chair and Members of the Governance Committee  
FROM: Christopher Mackie, Medical Officer of Health / CEO  
DATE: 2020 June 18

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## GOVERNANCE BY-LAW AND POLICY REVIEW

### Recommendation

*It is recommended that the Governance Committee recommend to the Board of Health to:*

- 1) *Receive Report No. 006-20GC re: “Governance By-law and Policy Review” for information; and*
- 2) *Approve the governance policy appended to this report.*

### Key Points

- It is the responsibility of the Governance Committee to make recommendations to the Board of Health regarding review and development of governance by-laws and policies.
- The approved policy model requires that governance by-laws and policies be reviewed at least every two years; review and revision of governance by-laws and policies can be initiated at any time, as needed.
- Review of several policies has been deferred as a result of the COVID-19 pandemic.
- The policy brought forward to the Governance Committee has been reviewed by Health Unit staff and updated to enhance clarity and ensure compliance with applicable standards, legislation, and agreements.

### Background

In 2016, the Board of Health approved a plan for review and development of by-laws and policies based on a model that incorporates best practices from the Ontario Public Health Standards and advice obtained through legal counsel. Refer to [Report No. 018-16GC](#).

### Policy Review

Policy G-340 Whistleblower ([Appendix A](#)) has been prepared for review by the Governance Committee. Revisions are being proposed to establish clear delineation and requirements for whistleblower reports as opposed to other types of complaints, which are addressed by Policy G-150 Complaints. Appendix B details the recommendations for this policy.

Several policies that were due for review at the June Governance Committee meeting have been deferred because of to the COVID-19 pandemic, as outlined in ([Appendix B](#)).

### Next Steps

The Governance Committee has the opportunity to review the appended policy. Once the Governance Committee is satisfied with its review, the policy will be forwarded to the Board of Health for approval.

This report was prepared by the Healthy Organization Division.

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

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