

MIDDLESEX-LONDON BOARD OF HEALTH

REPORT NO. 31-24

TO: Chair and Members of the Board of Health
FROM: Emily Williams, Chief Executive Officer
DATE: 2024 April 18

CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR MARCH

Recommendation

It is recommended that the Board of Health receive Report No. 31-24 re: “Chief Executive Officer Activity Report for March” for information.

The following report highlights activities of the Chief Executive Officer (CEO) for the period of March 8 – April 4, 2024.

Standing meetings include weekly Corporate Services leadership team meetings, Senior Leadership Team meetings, MLHU Leadership Team meetings, Virtual Staff Town Hall meetings, bi-weekly R3 meetings, and weekly check ins with the Corporate Services leaders and the Medical Officer of Health. The Chief Executive Officer took vacation on March 15.

The Chief Executive Officer also attended the following meetings:

Client and Community Impact – *These meeting(s) reflect the Chief Executive Officer’s representation of the Health Unit in the community:*

March 13 With the Medical Officer of Health and Associate Medical Officer of Health, hosted the Minister of Federal Economic Development Agency for Southern Ontario, Filomena Tassi and Member of Parliament for London North Centre, Peter Fragiskatos to tour MLHU Citi Plaza Dental Clinic.

April 3 With the Associate Director, Human Resources and Labour Relations attended a meeting with the Association of Local Public Health Agency (AOPHBA) representatives to discuss leadership opportunities for AOPHBA members.

Employee Engagement and Learning – *These meeting(s) reflect on how the Chief Executive Officer influences the Health Unit's organizational capacity, climate and culture and the contributions made to enable engaged and empowered staff; thoughtful and responsive leadership and organizational structures that support decision-making, innovation and learning:*

- March 11** With the Medical Officer of Health and Associate Director, Human Resources and Labour Relations, participated in the Manager, Corporate Communications interviews.
- March 12** Attended the Vaccine Preventable Disease meeting to discuss staffing for school suspensions regarding immunizations.
- March 14** Attended a meeting to discuss the on-call policy.
Attended the Employment Systems Review Steering Committee.
- March 18** Greeted employees at the MLHU agency orientation.
With the Medical Officer of Health and Associate Director, Human Resources and Labour Relations, participated in the Manager, Corporate Communications interview.
- March 19** Attended/chaired the MLHU Leadership Team meeting.
Attended the MLHU Leadership Team and Board of Health Social.
- March 20** Attended a meeting to discuss the Canadian Public Health Week communications content.
- March 22** Attended a meeting to discuss the process for conducting Model of Service Delivery reviews.
- April 2** Attended a meeting to discuss Vaccine Preventable Disease team staffing for May.

Governance – *This meeting(s) reflect on how the Chief Executive Officer influences the alignment of management methods and systems to ensure appropriate structures and resources are in place to achieve the Health Unit's mission and vision. This also reflects on the Chief Executive Officer's responsibility for actions, decision and policies that impact the Health Unit's ability to achieve the requirements as set out under the strategic plan, the Ontario Public Health Organizational Standards (OPHOS), other funder requirements and direction provided by the Board of Health:*

- March 12** Attended the Board of Health agenda review and Executive meeting.
- March 18** Attended meeting with Ministry of Health partners to discuss public health funding regarding measles.
- March 21** Attended the Board of Health meeting.
- April 4** With the Medical Officer of Health and Associate Medical Officer of Health, and Public Health Foundations, Director hosted the President and Chief Executive Officer, Public Health Ontario for a meeting.

This report was prepared by the Chief Executive Officer.



Emily Williams, BScN, RN, MBA, CHE
Chief Executive Officer

This report refers to the following principle(s) set out in Policy G-490, Appendix A:

- The Good Governance and Management Practices Domain as outlined in the [Ontario Public Health Standards: Requirements for Programs, Services and Accountability](#).

This topic has been reviewed to be in alignment with goals under the Middlesex-London Health Unit's [Anti-Black Racism Plan](#) and [Taking Action for Reconciliation](#), specifically the Governance and Leadership (ABRP) section.