



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Chief Executive Officer

DATE: 2022 May 19

CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR APRIL

Recommendation

It is recommended that the Board of Health receive Report No. 34-22, re: “Chief Executive Officer Activity Report for April” for information.

The following report highlights activities of the Chief Executive Officer for the period of April 1, 2022 – May 5, 2022

Standing meetings include weekly Healthy Organization leadership team meetings, SLT (Senior Leadership Team), Logistics and R3 (Repatriation, Redeployment and Recruitment), Virtual Staff Town Hall meetings and C3 (COVID Collaborative Committee) meetings.

The Chief Executive Officer also attended the following meetings:

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

- April 14** The CEO, with the MOH, participated in a visit from the Lieutenant Governor of Ontario, Her Honour the Honourable Elizabeth Dowdeswell at the MLHU Agriplex vaccination clinic.
- April 21** The CEO met with Cindy Howard from Middlesex County to discuss the MLHU Budget.
- April 22** The CEO met with Anna Lisa Barbon and Kyle Murray from the City of London to discuss the MLHU Budget.
- April 28** As part of the CEO’s Association of Ontario Public Health Business Administrators (AOPHBA) membership, the CEO met with Cynthia St. John from Southwest Public Health to discuss health unit administrative matters.
- May 4** The CEO attended a breakfast meeting with London’s City Manager to discuss the close out of the 2019-2023 City Strategic Plan; development of the 2023-2027 City Strategic Plan; the 2023 City Budget Update process; and development of the 2024-2027 Multi-Year Budget.

Employee Engagement and Learning – *These meeting(s) reflect on how the CEO 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:*

- April 4** As part of the Employment Systems Review (ESR) recommendations, the CEO met with the ESR Project Steering Committee.
- The CEO, with the MOH, met with the CUPE union leadership.
- April 6** As part of the Provisional Strategic plan and as a key part of the recovery plan for MLHU, the CEO chaired and attended the first Joy in Work session with the MLHU Leadership Team (MLT).
- April 8** The CEO attended the Canadian Public Health Week Coffee Break Celebration.
- April 11** As part of the CUPE union negotiation preparation, the CEO attended a negotiations overview meeting with the MLHU Bargaining committee.
- April 13** As part of the Provisional Strategic plan and as a key part of the recovery plan for MLHU, the CEO chaired and attended the second Joy in Work session with the MLHU Leadership Team (MLT).
- April 14** The CEO, with the MOH met with the ONA union leadership.
- April 20** As part of the Employment Systems Review (ESR) recommendations, the CEO met with the ESR Project Steering Committee.
- April 25** As part of the CUPE union negotiation preparation, the CEO, attended the Pre-Bargaining meeting with the MLHU Bargaining Committee and the CUPE union Bargaining committee representatives.
- As part of the CUPE union negotiation preparation, the CEO attended a Proposal review meeting with the MLHU Bargaining Committee.
- The CEO attended and chaired the May MLT (MLHU Leadership Team) planning meeting.
- April 29** The CEO, with the MOH met and discussed the Joy in Work sessions feedback in order to finalize action items
- May 2** The CEO met with union leadership to discuss a confidential union labour relations matter.
- May 3** As part of the Employment Systems Review (ESR) recommendations, the CEO met with the ESR Project Steering Committee.
- May 4** As part of the MLHU Safety and Health Week, the CEO attended a Safety Tour.
- May 5** The CEO met with union leadership to discuss a confidential union labour relations matter.

Personal Development – *These meeting(s) reflect on how the CEO develops their leadership, skills and growth to define their vision and goals for the Health Unit.*

- April 5** The CEO attended the Canadian College of Health Leaders Summit.
- April 14** As part of the CEO's McCormick Care Board membership, the CEO attended the McCormick Care Executive Committee meeting.

Governance – *This meeting(s) reflect on how the CEO influences the alignment of management methods and systems to ensure appropriate structures and resources are in place to achieve the HU's mission and vision. This also reflects on the CEO's responsibility for actions, decision and policies that impact the HUs 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:*

- April 1** The CEO met with Gallagher to review the ongoing market analysis related to the non-union compensation.
- April 7** The CEO attended the Finance and Facilities Committee meeting.
- April 11** The CEO attended the MLHU Board of Health April Agenda Review and Executive meeting with the Board Chair and Vice-Chair.
- April 20** The CEO attended the MLHU Governance Committee Agenda Review meeting.
- April 21** The CEO attended the Board of Health meeting.
- April 21** The CEO attended the Governance Committee meeting.
- April 25** The CEO attended a meeting to discuss the MLHU Profile Project, including a review of resources and implementation.
- April 26** The CEO attended a MLHU software overview meeting in order to advance the IT infrastructure improvement work
- April 27** The CEO attended a Board of Health Orientation overview meeting.
- April 28** The CEO attended the Board of Health Orientation.
- May 5** The CEO attended the monthly Ministry of Health Public Health Funding meeting.
The CEO met with Board Chair to discuss the MLHU funding update.

This report was prepared by the Chief Executive Officer.



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