



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Chief Executive Officer

DATE: 2023 May 18

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## CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR APRIL

### Recommendation

*It is recommended that the Board of Health receive Report No. 39-23, re: Chief Executive Officer Activity Report for April for information.*

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The following report highlights activities of the Chief Executive Officer for the period of April 2 – April 29, 2023.

Standing meetings include weekly Healthy Organization leadership team meetings, SLT (Senior Leadership Team) meetings, MLT (MLHU Leadership Team) meetings, Virtual Staff Town Hall meetings, bi-weekly R3 meetings, and weekly check ins with the Healthy Organization managers and the MOH.

The CEO 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 20** The CEO, along with the Assistant Director of Finance attended a financial update meeting with the County of Middlesex.

The CEO, along with the Assistant Director of Finance attended a financial update meeting with the City of London.

**April 28** The CEO, along with the Medical Officer of Health, met with LHSC's new Corporate Medical Executive regarding an orientation to MLHU.

**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 3** The CEO attended a meeting regarding confidential legal matters.

**April 4** The CEO participated in interviews for the Privacy, Risk and Client Relations Manager Position.

- April 20** The CEO, along with the Medical Officer of Health attended the Healthy Living Leadership Meeting to present the Provisional Plan.
- The CEO participated in a meeting regarding in-app reporting for the provincial case and contact management system.
- April 24** The CEO participated in the Employment Systems Review (ESR) Steering committee Meeting.
- The CEO participated in a discussion with the Manager, Health Equity regarding the Anti-Black Racism Advisory Plan recommendations.
- The CEO participated in a discussion with the City of London Accessibility and Inclusion Advisor and an outside consultant regarding AODA compliance in the CitiPlaza office location.

**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 3** The CEO Participated in Nonviolent Crisis Prevention & Intervention Training (CPI).
- April 5** The CEO Participated in Leads training, Module 3: Achieve Results for Directors/Executives training.
- April 24** As part of the CEO's McCormick Care Board membership, the CEO attended the McCormick Care Semi-Annual Meeting with Foundation Chairs.
- April 26** The CEO Participated in Leads training, Module 4: Develop Coalitions for Directors and Executives.

**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 reviewed the Annual Service Plan (ASP) for submission to the Ministry of Health.
- April 19** The CEO met with the Board Chair for a monthly touch-base meeting.
- The CEO attended the Provisional Planning Project Sponsor meeting.
- April 20** The CEO attended the April meeting of the Governance Committee.
- The CEO attended the April Board of Health meeting.

**April 27** The CEO attended the Strathroy Dental Project Steering Committee meeting.

This report was prepared by the Chief Executive Officer.

A handwritten signature in cursive script that reads "EWilliams".

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