



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Chief Executive Officer

DATE: 20 July 2023

CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR MAY AND JUNE

Recommendation

It is recommended that the Board of Health receive Report No. 45-23, re: Chief Executive Officer Activity Report for May and June for information.

The following report highlights activities of the Chief Executive Officer (CEO) for the period of May 1, 2023 – July 8, 2023. The CEO was on vacation from May 19 – May 29.

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:*

- May 2** The CEO met with Carl Bernat, Vice President of CCS Engineering & Construction Inc. to discuss matters related to the Strathroy Dental construction project.
- May 9** The CEO attended the Breakfast of Champions, hosted by St. Joseph's Health Foundation and CMHA Thames Valley Addiction and Mental Health Services, a fundraiser in support of Mental Health Awareness.
- May 31** The CEO attended the Strategy and Accountability table meeting organized by the City of London as part of the Health and Homelessness work.
- June 6** The CEO attended a meeting to discuss London Health Sciences Centre's (LHSC) Master Plan.
- June 15** The CEO attended the Strategy and Accountability Table meeting of the Health and Homelessness work organized by the City of London.
- June 21** The CEO attended the Indigenous Solidarity Day event in Wortley Village.
- June 22** The CEO attended the Middlesex London Ontario Health Team (MLOHT) Coordinating Council Meeting.
- June 26** The CEO, with the Board of Health Chair, and Medical Officer of Health, attended the opening of the Strathroy Dental Clinic.

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:*

- May 1** The CEO offered welcome greetings to new staff at the Health Unit orientation session.
- May 4** The CEO participated in the Employment Systems Review (ESR) Steering committee Meeting.
- The CEO, along with the Medical Officer of Health, Director, Environmental Health and Infectious Diseases (EHID), met to discuss centralized ordering of clinical supplies.
- May 11** The CEO attended the monthly Provisional Planning Sponsor meeting.
- The CEO attended a confidential legal meeting.
- The CEO participated in the ESR Project Team Meeting.
- May 12** The CEO, along with the Medical Officer of Health and Director, EHID, met with Mike Kadour regarding a potential project at the Health Unit working with Healthcare Administration students from Fanshawe.
- May 16** The CEO attended the Public Health Sector Coordination Table meeting organized by the Office of the Chief Medical Officer of Health.
- May 18** The CEO attended the quarterly update meeting with Stronghold.
- May 18** The CEO met with the Chief Nursing Officer to co-create the implementation plan for model of care review at the Health Unit.
- May 29** The CEO attended a meeting related to confidential HR matters.
- June 1** The CEO attended a meeting related to confidential legal matters.
- The CEO, along with the Medical Officer of Health, Environmental Health and Infectious diseases (EHID), Assistant Director, Finance, Manager, Sexual Health, and Medical Resident met to discuss the Needle Syringe Program in collaboration with Regional HIV/AIDS Connection.
- June 6** The CEO attended a meeting regarding confidential HR matters.
- June 19** The CEO attended a meeting related to confidential HR matters.
- The CEO participated in the Employment Systems Review (ESR) Steering Committee Meeting.
- June 21** The CEO, with the Medical Officer of Health, participated in discussions to fill the Acting Director of Healthy Living position.
- June 22** The CEO met to discuss professional development with a member of staff.

The CEO, with the Medical Officer of Health, participated in discussions to fill the Acting Director or Health Living position.

June 23 The CEO, with the Medical Officer of Health, participated in discussions to fill the Acting Director of Healthy Living position.

The CEO attended the second annual MLHU Staff Day Social, organized by the BeWell Committee.

June 26 The CEO participated in the Equity, Diversity, and Inclusion (EDI) committee meeting.

June 27 The CEO attended the BeWell Committee meeting to discuss a change to the organization's Corporate Social Responsibility policy.

June 28 The CEO, along with the Medical Officer of Health met with the manager, Human Resources (HR) to participate in "A day in the Life of My Team" to better understand the day-to-day workings of the HR team.

June 29 The CEO attended a meet and greet with Strong Hold to meet the new parent company's CEO.

July 4 The CEO, along with the Medical Officer of Health met with the manager, Community Outreach and Clinical Support to participate in "A day in the Life of My Team" to better understand the day-to-day workings of the Community Outreach and Clinical Support teams.

July 6 The CEO attended the Community Health Promotion team meeting to participate in discussions related to the Provisional Plan.

The CEO, along with the Medical Officer of Health met with the manager, Safe Water, Rabies, and Vector Born Disease to participate in "A Day in the Life of My Team" to better understand the day-to-day working of the Safe Water, Rabies and Vector Born Disease team.

The CEO, along with the Medical Officer of Health met with the manager, Early Years Community Health Promotion (EYCHP) to participate in "A Day in the Life of My Team" to better understand the day-to-day workings of EYCHP.

July 7 The CEO met with Stephanie Jackson from London Health Sciences Centre (LHSC) for mentorship.

The CEO, along with the Medical Officer of Health met with the manager, Food Safety and Healthy Environment to participate in "A Day in the Life of My Team" to better understand the day-to-day workings of the Food Safety and Health Environment team.

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.*

May 8 The CEO attended training related to self-assessment of Myers Briggs Type Indicator.

June 7 The CEO chaired the McCormick Care Board Quality Committee Meeting.

- June 8** The CEO attended the McCormick Care Board Executive Committee Meeting.
- June 26** The CEO met with a representative from The Achievement Centre to debrief the recently completed performance appraisal surveys.
- June 27** The CEO attended the McCormick Care Board of Directors Meeting and the Annual General 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:*

- May 1** The CEO met with the CEO of Southwestern Public Health, to review issues of common interest.
- May 4** The CEO, along with the Medical Officer of Health, Manager, Human Resources, Director, Public Health Foundations met to discuss the MLHU Agency Orientation Program.
- The CEO attended a meeting with the Ministry of Health Funding and Oversight program to learn about funding updates.
- The CEO, along with the Manager, Human Resources, met with AON, the health and benefits broker for the Health Unit, to conduct annual planning.
- May 5** The CEO attended a half-day meeting with four other CEO’s in public health to discuss issues of common interest and share learning and strategies.
- May 8** The CEO attended a meeting with other MOH’s and CEO’s from across the province to discuss budget planning for 2024.
- May 9** The CEO attended the May Board of Health agenda review and Executive Meeting.
- May 10** The CEO attended the Public Health Foundations divisional leadership meeting to discuss the strategic plan, the Management Operating System and upcoming meetings with the MOH.
- May 11** The CEO attended the May Finance and Facilities Committee Meeting.
- May 12** The CEO, along with the Manager, HR, met with the HR Coordinator Learning Systems and Performance Management to review progress on the electronic performance appraisal tool for leaders, as part of the Joy in Work initiative action plan.
- May 19** The CEO attended a meeting with other MOH’s and CEO’s from across the province to discuss budget planning for 2024.
- May 29** The CEO attended the Strathroy Dental Project Steering Committee meeting.

- May 30** The CEO met with the Manager, Health Equity, to review the organization's strategy related to Corporate Social Responsibility.
- The CEO attended a meeting with other MOH's and CEO's from across the province to discuss budget planning for 2024.
- May 31** The CEO, with the Healthy Organization Division leadership team, met to review the strategic plan and update the divisional workplan with new priorities for 2023-2024.
- June 1** The CEO attended a meeting with the Ministry of Health Funding and Oversight program to learn about funding updates.
- The CEO met with the City of London for a follow-up meeting to discuss the accessibility review.
- June 5** The CEO, along with Board Chair Newton-Reid, and the Medical Officer of Health met to review the alPHa resolutions.
- June 6** The CEO, along with the Medical Officer of Health, and Assistant Director, Finance met to review the 2023 budget.
- June 8** The CEO attended the monthly Provisional Planning Sponsor meeting.
- The CEO chaired the Public Health Roles Advisory Workgroup meeting, providing an update on the job description project.
- June 9** The CEO attended a meeting with other MOH's and CEO's from across the province to discuss budget planning for 2024.
- June 12** The CEO attended the alPHa conference and Annual General Meeting June 12-13.
- June 14** The CEO attended a meeting in-person with MOH's and CEO's from across the province to discuss budget planning for 2024.
- June 19** The CEO, with the Medical Officer of Health, attended a meeting with two of MPP Monte McNaughton's staff regarding the opening of the Seniors Dental Clinic in Strathroy.
- The CEO attended the Strathroy Dental Project Steering Committee meeting.
- The CEO attended a School Health Team meeting to provide updates on the 2023-2024 Provisional Plan.
- June 23** The CEO attended the Multi-Year Budget Implementation and City Council's Strategic Plan Implementation meeting organized by the City of London.
- June 28** The CEO met with CUPE and HR regarding a confidential HR matter.

This report was prepared by the Chief Executive Officer.

A handwritten signature in cursive script that reads "EWilliams". The signature is written in black ink on a light-colored background.

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