



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Chief Executive Officer

DATE: 2022 October 20

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## CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR SEPTEMBER

### **Recommendation**

*It is recommended that the Board of Health receive Report No. 63-22, re: “Chief Executive Officer Activity Report for September” for information.*

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The following report highlights activities of the Chief Executive Officer for the period of September 2, 2022 – October 6, 2022.

Standing meetings include weekly Healthy Organization leadership team meetings, SLT (Senior Leadership Team) meetings, MLT (MLHU Leadership Team) meetings, Virtual Staff Town Hall meetings, C3 (COVID Collaborative Committee) meetings and bi-weekly R3 meetings.

As part of the MLHU on-call leadership system, the CEO provided on-call coverage from

- September 12 to September 18.
- October 3 to October 9.

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:*

**September 16** The CEO attended the Community Health Status key stakeholder meeting.

**October 3** The CEO attended the Community Health Status key stakeholder meeting.

**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:*

**September 8** The CEO, with the HR manager, attended the Environmental Health and Infectious Diseases Leadership team meeting to provide education about Performance Management.

The CEO met with ONA union leadership to present the College of Nurses of Ontario Three Factor Framework.

**September 12** The CEO met with the ONA union leadership for their quarterly check in meeting.

The CEO met with the CUPE union leadership for their quarterly check in meeting.

The CEO met with the Healthy Organization leadership team to discuss the 2023 Budget.

As part of the Strathroy Seniors Dental Project, the CEO met with the Strathroy Dental Steering Committee.

**September 13** The CEO attended the September MLT meeting.

As part of MLHU's market analysis review related to non-union compensation, the CEO met with the HR manager to discuss the review.

**September 15** As part of the planning for MLHU's leadership development program, the CEO met with HR team members to discuss the program plan.

The CEO met with the HR manager and Health and Safety Advisor to discuss MLHU's Strathroy Office.

As part of the Employment Systems Review (ESR) recommendations, the CEO met with the ESR Project Steering Committee.

**September 21** The CEO met with the Health Equity manager to discuss the Ontario Health Team Equity Table.

**September 22** The CEO met with the Senior Leadership Team (SLT) to discuss the 2023 budget planning process.

**September 23** The CEO met with the Senior Leadership Team (SLT) to discuss the 2023 budget planning process.

**October 3** As part of the planning for MLHU's leadership development program, the CEO met with Ahria Consulting to discuss a leadership development proposal.

As part of the planning for MLHU's leadership development program, the CEO met with The Achievement Centre to discuss a leadership development proposal.

As part of MLHU's on-call leadership system, the CEO met with the on-call working group committee.

**October 4** The CEO, along with the MOH, met with the CUPE union leadership.

As part of the Employment Systems Review (ESR) recommendations, the CEO met with the ESR Project Steering Committee.

**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.*

**September 8** As part of the CEO's McCormick Care Board membership, the CEO attended the McCormick Care Executive Committee meeting.

**September 16** As part of the Performance Appraisal committee and the CEO Performance Appraisal process, the CEO met with 360 review Consultant to discuss the results of the review.

- September 19** The CEO attended the first day of the Association of Ontario Public Health Business Administrators conference.
- September 20** The CEO attended the second day of the Association of Ontario Public Health Business Administrators conference.
- September 21** As part of the CEO's McCormick Care Board membership, the CEO attended and chaired the Quality Committee meeting.
- September 29** As part of the CEO's McCormick Care Board membership, the CEO attended the Board of Directors 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:*

- September 8** The CEO attended the MLHU Board of Health September Agenda Review and Executive meeting with the Board Chair and Vice-Chair.
- September 14** The CEO, with the MOH, met with members of the Program Planning and Evaluation and Project Management Office to discuss the Strategic Planning Policy/Process Revisions.
- September 15** The CEO attended the Governance Committee meeting.  
The CEO attended the Board of Health meeting.
- October 5** The CEO met with Board Chair as part of their monthly update.  
The CEO met with the Privacy, Risk and Project Management manager to discuss the Policy Development Review and Approval Policy.
- October 6** The CEO attended the Finance and Facilities Committee meeting.  
The CEO attended the monthly Ministry of Health Public Health Funding meeting.  
The CEO met with MLHU's IT service provider, Stronghold IT Services, to discuss updates.  
The CEO, with the MOH, met with members of the Program Planning and Evaluation and Strategic Planning team to discuss the Strategic Planning Policy/Process Revisions.

This report was prepared by the Chief Executive Officer.



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