



TO: Chair and Members of the Board of Health
FROM: Emily Williams, Chief Executive Officer
DATE: 2022 November 10

CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR OCTOBER

Recommendation

It is recommended that the Board of Health receive Report No. 66-22, re: “Chief Executive Officer Activity Report for October” for information.

The following report highlights activities of the Chief Executive Officer for the period of October 7, 2022 – October 27, 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, and bi-weekly R3 meetings.

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

- 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:*

October 12 The CEO attended the Community Health Status key stakeholder meeting.

October 20 The CEO, with the Associate Director of Finance, met with Cindy Howard, General Manager, Finance and Community Services from the Middlesex County to discuss the MLHU Budget.

The CEO, with the Associate Director of Finance, met with members of the Finance team from the City of London to discuss the MLHU Budget.

October 21 As part of the upcoming City of London Community Health Forum, the CEO attended the Community Health Forum Planning 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:*

October 11 The CEO attended the October MLT meeting.

October 12 As part of the Strathroy Seniors Dental Project, the CEO met with the Strathroy Dental Steering Committee.

- October 13** The CEO, with the HR manager, attended the Healthy Living Leadership team meeting to provide education about Performance Management.
- October 14** The CEO met with the Senior Leadership Team (SLT) to discuss the 2023 budget planning process and Strategic Plan.
- October 20** As part of the Employment Systems Review (ESR) recommendations, and SLT representative, the CEO attended MLHU's Inaugural Equity, Diversity, and Inclusion Advisory Committee meeting.
- October 24** The CEO attended MLHU's Communications team planning day.
- October 26** As part of the Strathroy Seniors Dental Project, the CEO met with the Strathroy Dental Steering Committee.
- October 27** In response to Occupational Health and Safety team feedback, the CEO attended MLHU's Strathroy office to complete an office clean up with various staff members.

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.*

- October 12** As part of the CEO's McCormick Care Board membership, the CEO attended the McCormick Care Group Board Orientation.
- October 13** As part of the CEO's McCormick Care Board membership, the CEO attended the McCormick Care Executive Committee meeting.
- October 17** As part of her role on MLHU Internal Response Team, the CEO attended MLHU's First Aid/CPR Training.
- October 19** As part of the CEO's McCormick Care Board membership, the CEO attended and chaired the McCormick Care Quality 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:*

- October 7** The CEO met with MLHU's managed payroll service provider, Ceridian Dayforce, to discuss the contract renewal.
- October 12** The CEO attended the MLHU Board of Health October Agenda Review and Executive meeting with the Board Chair and Vice-Chair.
- October 20** The CEO attended the Board of Health meeting.

This report was prepared by the Chief Executive Officer.

A handwritten signature in black ink that reads "EWilliams". The signature is written in a cursive style with a large, looped 'E' and 'W'.

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