



TO: Chair and Members of the Board of Health

FROM: Emily Williams, Chief Executive Officer

DATE: 2022 December 15

CHIEF EXECUTIVE OFFICER ACTIVITY REPORT FOR NOVEMBER

Recommendation

It is recommended that the Board of Health receive Report No. 73-22, re: “Chief Executive Officer Activity Report for November” for information.

The following report highlights activities of the Chief Executive Officer for the period of October 28, 2022 – December 1, 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, bi-weekly R3 meetings, and weekly check ins with the Healthy Organization managers and the MOH.

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

- October 31 to November 6
- November 28 to December 4

The CEO was on vacation from November 21 to November 27.

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:*

November 5 The CEO, with the MOH, attended the Middlesex County Warden’s Banquet.

November 15 The CEO, with the MOH, attended the 2022 City of London’s Inaugural Council meeting and reception.

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

November 1 The CEO met with MLHU leadership to provide a 2023 MLHU Budget overview.

The CEO, with the HR manager, attended the Healthy Start Leadership team meeting to provide education about Performance Management.

The CEO met with legal to discuss a confidential labour relations matter.

November 2 The CEO attended a working meeting with the Manager of Privacy, Risk and Project Management to discuss the 2023 Annual Service Plan Interventions.

November 7 The CEO met with MLHU Health Equity staff to discuss Middlesex London Ontario Health Team's Health Equity work.

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

November 8 The CEO attended the November MLT meeting.

November 9 The CEO attended a working meeting with the Manager of Procurement and Operations to discuss the 2023 Annual Service Plan Interventions.

November 10 As part of the Employment Systems Review (ESR) recommendations, the CEO met with the ESR Project Steering Committee.

November 14 The CEO, with the HR manager met with a wellness provider to discuss 2023 programming and costing.

November 17 The CEO attended a meeting with other MLHU staff to discuss MLHU's Annual Report and Attestation submission for the Ministry of Health.

The CEO attended MLHU's Staff Day Social.

November 29 The CEO attended a working meeting with the Manager of HR to discuss the 2023 Annual Service Plan Interventions.

December 1 The CEO, with the Finance Assistant Director and Healthy Living Director, met to discuss the Ministry of Health's school nurses funding initiative.

The CEO, with the HR manager met with a wellness provider to discuss 2023 programming and costing.

The CEO attended a Strategic Planning touch base.

The CEO attended a working meeting with the Finance Assistant Director to discuss the 2023 Annual Service Plan Interventions.

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.*

November 10 The CEO attended The Canadian College of Health Leaders "The Great Optimization – the leadership and people strategy for the changed and evolving landscape of work around the world" webinar.

November 15 As part of the CEO's McCormick Care Board membership, the CEO attended the McCormick Care CEO Performance Sub-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 31 The CEO met with the Board Chair as part of their monthly update.

November 3 The CEO attended the Finance and Facilities Committee meeting.

The CEO met with MLHU’s managed IT service provider, Stronghold Services to discuss updates.

The CEO attended the MLHU Board of Health November Agenda Review and Executive meeting with the Board Chair and Vice-Chair.

The CEO met with the Board Chair and the Performance Appraisal Committee Chair to discuss the CEO’s performance appraisal.

November 4 The CEO met with Brent Feeney, Ministry of Health Financial Branch rep to provide a 2023 MLHU budget overview.

November 18 The CEO met with MLHU’s managed IT service provider, Stronghold Services to discuss updates.

This report was prepared by the Chief Executive Officer.



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