



Board of Health Executive Committee Meeting

#01-18

Thursday, May 17, 2018

3 p.m. to 4 p.m.

Boardroom, Public Health Sudbury & Districts

Board of Health Executive Committee Meeting - May 17, 2018

Executive Committee of the Board

1.0 CALL TO ORDER

2.0 ROLL CALL

3. REVIEW OF AGENDA / DECLARATION OF CONFLICT OF INTEREST

Agenda, May 17, 2018

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4. ELECTION OF BOARD EXECUTIVE COMMITTEE CHAIR FOR 2018

Election of Board Executive Committee Chair for 2018

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5.0 APPROVAL OF BOARD EXECUTIVE COMMITTEE MEETING NOTES

5.1 Board Executive Committee Meeting Notes dated November 30, 2017 *

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MOTION: Approval of Board of Health Executive Committee Meeting Notes

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6.0 NEW BUSINESS

IN CAMERA

MOTION: In Camera

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RISE AND REPORT

MOTION: Rise and Report

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7.0 ADJOURNMENT

MOTION: Adjournment

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THAT the Board of Health Board Executive Committee appoint _____ as the Board Executive Committee Chair for 2018.

**BOARD OF HEALTH EXECUTIVE COMMITTEE
 MEETING NOTES**

THURSDAY, NOVEMBER 30, 2017

10 A.M. TO NOON

BOARDROOM, SUDBURY & DISTRICT HEALTH UNIT

MEMBERS:	Janet Bradley	Jeff Huska	René Lapierre
	Paul Myre	Ken Noland	
STAFF:	Nastassia McNair	France Quirion	Rachel Quesnel
	Renée St Onge	Dr. Penny Sutcliffe	

J. HUSKA PRESIDING

1. CALL TO ORDER

The meeting was called to order at 10 a.m.

2. ROLL CALL

3. REVIEW OF AGENDA / DECLARATION OF CONFLICT OF INTEREST

The agenda was reviewed and there were no declarations of conflict of interest.

4. APPROVAL OF BOARD EXECUTIVE COMMITTEE MEETING NOTES

4.1 Board Executive Committee Meeting Notes dated June 14, 2017

09-17 APPROVAL OF BOARD EXECUTIVE COMMITTEE MEETING NOTES

Moved by Noland – Myre: THAT the meeting notes of the Board of Health Executive Committee meeting of June 14, 2017, be approved as distributed.

CARRIED

5. NEW BUSINESS

5.1 Strategic Planning

The following was summarized as to what will be covered today:

- Review feedback from the BOH/Senior Management workshop
- Discuss revised proposal for Strategic Plan
- Discuss revised visual identity refresh
- Discuss launch and socialization
- Discuss accountability and monitoring
- Next steps

- 5.1.1 Board of Health and Senior Management Workshop Findings for Strategic Plan
- 5.1.2 Revised Report
- 5.1.3 2018-2022 Strategic Plan Handout

- 5.2 Visual Identity
 - 5.2.1 Board of Health and Senior Management Workshop Findings for Visual Identity
 - 5.2.2 Revised Visual Identity

Dr. Sutcliffe recapped current public health context including the modernization of the Ontario Public Health and Organizational Standards, Public Health Work Stream, Expert Panel on Public Health, the annual report of the Chief Medical Officer of Health, four principles (Need, Impact, Capacity, Partnerships, Collaboration & Engagement) that guide our programs and services, literature review and environmental scan.

R. St Onge outlined the following extensive engagement activities:

- consultations with the Senior Management Executive Committee (EC) and the Board of Health Executive Committee members at the end of September
- an all Board of Health member survey
- an all SDHU staff survey
- a World Café style engagement session with SDHU staff and a debrief with table facilitators
- a community partner survey
- a general public survey
- check-ins with the Senior Management Executive Committee and Board of Health Executive Committee

A conference poster of our engagement process was presented at the Ontario Public Health Association's (OPHA) fall forum early November and resulted in great interest among participants.

Feedback from the engagement and consultation processes confirmed that the 2013–2017 plan continues to resonate and is still applicable. Participants agreed with maintaining the current SDHU Vision and Mission, that priorities sharing similar concepts could be combined to be more streamlined and that there should be fewer values. Key themes to be incorporated included health equity, engagement, mental health, evidence-informed practice, communication, etc.

Upon review of the BOH/EC consultation workshop, findings from the BOH and EC workshop were combined with findings from the Strategic Plan engagement activities to inform the revision of the

proposed components of the SDHU 2018-2022 Strategic Plan. Proposed revisions to version 2 of the draft 2018–2022 strategic plan were reviewed and discussed. Members were referred to agenda handout 5.1.1 and Strategic Plan Report 5.1.2 for rationale. It was pointed out that the overview of the plan is in item 5.1.3.

Revised values were reviewed and supported. Four priorities were confirmed. Discussion ensued and minor language changes were adopted.

It was clarified that the visual design layout in today's agenda package is a preliminary draft and provides a glimpse of colors and what would be shared electronically via the SDHU website, brochure, etc.

A table summarizing feedback received from the September 28, 2017, workshop with the Board and Senior Management on the proposed visual identity and brand refresh was summarized.

It was clarified that further to a suggestion that the SDHU follow clear print guidelines, the SDHU has consulted with the CNIB and the proposed refresh has been put through an accessible checker. A summary of the CNIB's response was distributed for the members' information.

The final plan as supported by the Executive Committee will be tabled for the Board's approval at the January Board meeting.

5.3 Launch and Socialization

The Board's feedback regarding an official launch and communication plan for the 2018–2022 strategic plan and visual identity was taken into consideration by the internal SDHU Strategic Plan Committee. The event is planned for January 18 at 11:15 a.m. and the time for the regular Board meeting has been moved up. The launch will take place following the Board meeting. Key community partners and the media will be invited.

The Board EC provided feedback regarding the proposed event, size of the function, importance of promoting public health, the invitation list, and the role of the Board. Consideration will be given to having a celebration for staff that day.

The proposed socialization and dissemination document was reviewed, including the goals and objectives. Ongoing socialization needs to be built into a number of processes internally and externally.

5.4 Accountability and Monitoring

The Joint Board of Health Performance Monitoring Working Group is the current structure that reviews the reporting on the 2013-2017 Strategic Plan. Discussions are underway as to what process/structure is recommended for the 2018-2022 Strategic Plan.

Dr. Sutcliffe recommends that once the MOHLTC releases the revised Ontario Public Health Standards, that recommendations come forward to the Board on how to proceed with internal performance reporting for 2018–22 period. It is anticipated that this would come forward to the Board in April.

Feedback was sought as to what processes are envisioned for the 2018-2022 Plan, including format, frequency, dissemination. Options discussed included identifying the strategic plan value being addressed during in Board reports or presentations.

Next steps were outlined:

- Final revisions, printing, and purchasing of promotional materials
- Final approval by BOH in January
- Launch January 18, 2018
- Ongoing activities to socialize and promote the plan and leveraging role of public health
- Development of a reporting and monitoring plan

R. St Onge, N. McNair and N. Frappier were recognized for their comprehensive work as well as the engagement with the Board under the leadership of Dr. Sutcliffe.

6. ADJOURNMENT

10-17 ADJOURNMENT

Moved by Myre – Noland: THAT we do now adjourn. Time: 11:40 a.m.

CARRIED

(Chair)

(Secretary)

APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING NOTES

MOTION: THAT the meeting notes of the Board of Health Executive Committee meeting of November 30, 2017, be approved as distributed.

IN CAMERA

MOTION: THAT this Board of Health Executive Committee goes in camera. Time: _____

RISE AND REPORT

MOTION: THAT this Board of Health Executive Committee rises and reports. Time: _____

ADJOURNMENT

MOTION: THAT we do now adjourn. Time: _____