



Board of Health Executive Committee

Wednesday, August 16, 2023

10 a.m.

Virtual Meeting

MS Teams

AGENDA
BOARD OF HEALTH EXECUTIVE COMMITTEE
WEDNESDAY, AUGUST 16, 2023, AT 10 A.M.
VIRTUAL

MEMBERS:	Claire Gignac Mark Signoretti	René Lapierre Natalie Tessier	Ken Noland
STAFF:	Rachel Quesnel	France Quirion	Dr. Penny Sutcliffe

1. CALL TO ORDER
2. ROLL CALL
3. REVIEW OF AGENDA / DECLARATION OF CONFLICT OF INTEREST
4. APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING NOTES
 - 4.1 Board of Health Executive Committee Meeting Notes dated April 6, 2023 *

MOTION: *THAT the meeting notes of the Board of Health Executive Committee meeting of April 6, 2023, be approved as distributed.*

5. NEW BUSINESS

- *Personal matters about an identifiable individual, including municipal or local board employees*

IN CAMERA

MOTION: *THAT this Board of Health Executive Committee goes in camera to deal with personal matters about an identifiable individual, including municipal or local board employees. Time: ____.*

RISE AND REPORT

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

6. ADJOURNMENT

MOTION: *That we do now adjourn. Time: _____ p.m.*

*attached

MINUTES
BOARD OF HEALTH EXECUTIVE COMMITTEE
THURSDAY, APRIL 6, 2023 – 9:30 A.M.
VIRTUAL MEETING

BOARD MEMBERS PRESENT

Claire Gignac	René Lapierre	Ken Noland
Mark Signoretti	Natalie Tessier	

STAFF MEMBERS PRESENT

Hélène Leroux	France Quirion	Dr. Penny Sutcliffe
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GUESTS PRESENT

Krista Galic	David Groulx	Renée St Onge
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DR. SUTCLIFFE PRESIDING

1. CALL TO ORDER

The meeting was called to order at 9:30 a.m.

2. ROLL CALL

3. ELECTION OF BOARD EXECUTIVE COMMITTEE CHAIR FOR 2023

Nominations were held for the position of Board Executive Committee Chair. Mark Signoretti was nominated and nominations were closed. Mark Signoretti accepted the nomination and the following was announced: ***THAT the Board of Health Executive Committee appointing Mark Signoretti as the Board Executive Committee Chair for 2023.***

M. SIGNORETTI PRESIDING

4. REVIEW OF AGENDA / DECLARATION OF CONFLICT OF INTEREST

The agenda was reviewed and approved as circulated. There were no declarations of conflict of interest.

5. APPROVAL OF BOARD EXECUTIVE COMMITTEE MEETING NOTES

5.1 Board Executive Committee Meeting Notes dated October 20, 2022

01-23 APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING NOTES

MOVED BY LAPIERRE – NOLAND: THAT the meeting notes of the Board of Health Executive Committee meeting of October 20, 2022, be approved as distributed.

CARRIED

6. NEW BUSINESS

6.1 Strategic Planning

The purpose and overall goal of today's meeting were outlined as follows:

- Overview of :
 - Role of Board of Health in strategic planning
 - History of Public Health's Strategic Plan
 - Current Strategic Plan
 - Previous Strategic Plan engagement plan
 - Environmental scan
- Discussion and brainstorming
 - SWPT analysis
 - Reflection and discussion of engagement perspectives and processes
- Process review of engagement and next steps
 - Overall engagement with Board of Health

6.1.1 Background:

- alPHa Governance Toolkit excerpt: Role of Board of Health in Strategic Planning
- History of Public Health Sudbury & Districts Strategic Plan
- Public Health Sudbury & Districts 2018-2022 Strategic Plan
- Previous Strategic Plan Engagement Plan
- Environmental Scan

Through a presentation, Dr. Sutcliffe, R. St Onge and D. Groulx facilitated the strategic plan engagement session.

Per the Ontario Public Health Standards (2021), Board of Health shall have a Strategic Plan that sets out the local vision, priorities, and strategic directions for the agency.

An overview of the different roles and responsibilities in the strategic planning process for Board of Health and the MOH/CEO were summarized.

The 2018-2022 Strategic Plan vision and mission, values (humility, trust, respect) and the four strategic priorities as well as a snapshot of the 2017 Strategic Plan engagement plan were reviewed. Even through the pandemic response, these priorities have been guiding our work. The strategic priorities are:

- Equitable opportunities
- Meaningful relationships

- Practice excellence
- Organizational commitment

As part of our strategic planning preparation, staff conducted an environmental scan and reviewed strategic plans from 33 local public health units in Ontario, three government agencies and one hospital. The most common themes that occurred from the environmental scan and 61 priorities that were identified were outlined. Strategic plans from various public health and non-public health organizations were highlighted to describe key features for the members' information.

It was noted that much of these strategic plans were developed prior to the pandemic.

6.1.2 Informing the engagement approach for the next Strategic Plan

- SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis
- Reflection and Discussion
- Mapping the Engagement Approach

The Board of Health Executive also discussed strengths, weaknesses, opportunities, and threats in our current environment to inform how we should engage for the strategic planning process.

The following SWOT questions were discussed:

1. What opportunities currently exist that would inform/impact our strategic direction over the next 3-5 years?
2. What threats has the organization had to deal with in recent years? What threats exist currently?
3. What strengths does the organization have to deal with threats or opportunities?
4. What weaknesses does the organization have to deal with threats and opportunities?

The following questions and prompts to inform the engagement plan were also discussed:

1. What kind of information do we need to inform the drafting of our Strategic Plan?

The Board of Health Executive members indicated that a complete overhaul of the Strategic Plan is not needed and that only some tweeking is required.

The benefit of reporting on our progress was discussed and should be a key consideration for accountability and transparency.

2. What perspective do we need?

It was suggested that in addition to the perspectives already noted, we should seek input from additional groups including for example, international students, individuals new to Canada, those who may comment on public health from an environmental lens.

3. Who should we engage with?

It was proposed that we engage with our PHSD Senior Management Executive (SM-EC); Public Health staff; Board of Health; community partners including: municipalities, Indigenous community partners, hospital and health care partners, immigrant population, school boards, post secondary institutions, environmental sector stakeholders and stakeholders who engaged with PHSD during the pandemic response; and the community at large via a survey on our website and social media channels.

6.1.3 Next steps

The following timelines were reviewed.

- April 20: Board of Health approval of engagement plan
- June: Board of Health engagement
- September: Board of Health Executive workshop
- October: Board of Health approval

Dr. Sutcliffe and team were thanked for providing the framework. The Board of Health Executive Committee members were also thanked for their engagement at today's meeting.

7. ADJOURNMENT

02-23 ADJOURNMENT

MOVED BY TESSIER – GIGNAC: THAT we do now adjourn. Time: 11:23 a.m.

CARRIED

(Chair)

(Secretary)

APPROVAL OF BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING NOTES

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