



# INFORMATION REPORT

<b>TO:</b>	Mayor and Members Board of Health
<b>COMMITTEE DATE:</b>	April 16, 2018
<b>SUBJECT/REPORT NO:</b>	Board of Health Self-Evaluation (BOH18011) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Jennifer Hohol (905) 546-2424, Ext. 6004
<b>SUBMITTED BY:</b>	Elizabeth Richardson, MD, MHSc, FRCPC Medical Officer of Health Public Health Services – Office of the Medical Officer of Health Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

**Council Direction:**

Not Applicable.

**Information:**

Background

The Ontario Public Health Standards (Standards) outline requirements that direct mandatory public health programs and services delivered by local public health units. In addition to program and service delivery requirements, the Standards outline organizational requirements of boards of health to demonstrate accountability to the Ministry of Health and Long-Term Care for the work they do, how they do it, and the results achieved.

It is an organizational requirement that all boards of health conduct a self-evaluation process of its governance practices and outcomes that is completed at least every other year. The self-evaluation process must also include an analysis of the results, board of health discussion and implementation of recommendations for improvement. The self-evaluation process is intended to review Hamilton Public Health Services Board of

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*OUR Vision: To be the best place to raise a child and age successfully.*

*OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.*

*OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.*

Health (BOH) practices, outcomes, and relationships with Public Health Services (PHS) management and is not intended to assess the operations of PHS at the program level.

The BOH conducted its first self-evaluation in 2014 (BOH14001) and repeated the evaluation again in 2016 (BOH16033). As a self-evaluation process is required at least every other year, the BOH is due to complete a self-evaluation in 2018 to ensure compliance with the Standards.

### Outcomes and Action

Results from the 2016 BOH self-evaluation survey (BOH16033) showed opportunities for improvement including:

- Greater understanding of BOH member roles and responsibilities;
- Improved access to continuing education for BOH members; and
- Increased familiarity with the PHS Department Operational Work Plan.

Many quality improvement initiatives were implemented to address these opportunities for improvement. The first action was the nomination of public health governance leads from the BOH to represent the board at governance tables, advocate for effective public health governance and healthy public policy and act as a liaison for the BOH on governance matters. The public health governance leads have been actively engaged working with staff to support consultation on public health system transformation initiatives including the Expert Panel on Public Health and the submission of the Annual Service Plan and Budget. A public health governance lead also became the Board of Health Representative of the Central West Region on the Association of Local Public Health Agencies, a not-for-profit organization that provides leadership to the boards of health and public health units in Ontario. In addition, PHS staff have brought regular information updates to the BOH at mid-year and year-end on the progress made within the PHS Department Operational Work Plan to support increased familiarity with department priorities. PHS also continues to engage with BOH members one-on-one to support ongoing education and familiarity with the work of public health.

### Next Steps

The 2018 self-evaluation process will be conducted in a similar way to that used in previous years, as it was successful in raising considerations for the BOH and will allow for comparison across the years.

BOH members will be asked to anonymously complete and submit an electronic survey (Appendix A) to reflect on and evaluate:

- BOH roles and responsibilities;
- Information sharing and decision making;
- Internal and external relations of the BOH;
- Planning; and
- BOH strengths, challenges, priorities and opportunities for improvement.

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A link to the survey will be distributed to BOH members via email following the BOH meeting on April 16, 2018. Paper copies of the survey will be made available upon request to staff and submission of paper surveys will be coordinated on an individual basis. Completion of the survey is requested by May 7, 2018. Responses from the self-evaluation survey will be summarized with action plans for improvement informed through consultation with the Mayor as Chair of the BOH, the public health governance leads and the Chair of the Governance Sub-Committee. Results of the self-evaluation and proposed areas for improvement will be brought back to the BOH on June 18, 2018.

### **Appendices and Schedules Attached**

Appendix A to Report BOH18011 – 2018 Board of Health Self-Evaluation Survey