



CALL FOR NOMINATIONS

alPHA Distinguished Service Award

The Distinguished Service Award (DSA) is awarded annually by the Association of Local Public Health Agencies to individuals in recognition of their outstanding contributions made to public health in Ontario.

How many awards are given yearly?

- One award per Section and Affiliate organization may be presented in any given year.
- On occasion, an award may be given to individuals outside alPHA for their contributions to public health.

Who is eligible to receive the DSA?

- Members of alPHA who fall under the following categories are eligible:
 - an elected/appointed member of a local board of health or regional health committee;
 - a medical officer of health or associate medical officer of health;
 - one of alPHA's seven affiliated organizations (i.e. AOPHBA, APHEO, ASPHIO, HPO, OAPHD, ODPH, OPHNL).
- An individual outside the alPHA membership who has made outstanding contributions to public health in Ontario.

Who deserves the DSA?

- Eligible recipients have:
 - demonstrated exceptional qualities of leadership in his/her own milieu;
 - achieved tangible results through lengthy service and/or distinctive acts; and
 - displayed exemplary devotion to public health at the provincial level.

What are the eligibility criteria for nominees?

- Nominees:
 - currently hold a position of significant responsibility in one of alPHA's member agencies (i.e. board of health/local public health unit/affiliated organization) and have been a member in alPHA for at least three years; and
 - have been nominated by at least three voting members from the **nominee's Section or Affiliate organization** who are in good standing of alPHA.

Note:

1. good standing refers to members who have paid their membership dues;
2. voting members are individuals representing a member health unit. These individuals include board of health chairs, medical and associate medical officers of health, and representatives appointed to the alPHA Board of Directors by the seven alPHA Affiliate organizations.

Who can nominate?

- Any member of alPHA including Board of Health members, medical and associate medical officers of health, and Affiliate representatives may nominate. Please note that three (3) Section or Affiliate members of alPHA must sign the nomination form.
- In the case of nominations of *non-members of alPHA*, nominations must come from any three (3) active members of alPHA; only alPHA members may nominate potential candidates.
- The Award is presented on behalf of each of alPHA's various membership groups, i.e. the Boards of Health Section, Council of Ontario Medical Officers of Health (COMOH), and the seven Affiliate organizations of alPHA. **Therefore, nominations must be issued by the nominee's Section or Affiliate organization** (i.e. nominations of Board of Health members must come from the Board of Health Section; nominations of medical/associate medical officers of health must come from the Council of Ontario Medical Officers of Health; and nominations of senior public health staff must come from the nominee's respective Affiliate organization). If you want to recommend an individual for nomination by their Section or Affiliate organization, please contact the Chair or President of the respective Section or Affiliate organization.

What materials must accompany the nomination form?

1. Signatures of the nominator and two (2) other supporting voting members of alPHA.
2. A **cover letter explaining why the nominee is deserving of this award**. Since the members of the Selection Committee more than likely will not know the nominee, they will base their assessment on what is conveyed to them in the cover letter. The letter should tell the Selection Committee what the nominee has achieved and why it is outstanding.
3. A service record or curriculum vitae that includes the following:
 - personal achievements at the local level;
 - special or distinctive services on behalf of public health provincially;
 - leadership and contributions on behalf of alPHA and/or one of its Sections; an affiliated organization; or a provincial public health organization.

Where should I send the nominations to?

- Nomination forms along with all relevant accompaniments should be e-mailed to Susan Lee, Manager, Administrative and Association Services, alPHA, at susan@alphaweb.org

When is the deadline to submit nominations?

- **Tuesday, April 14, 2020, 4:30 PM**

Who selects the DSA recipients?

- All nominations are reviewed by the Executive Committee of alPHA.
- In the event of a tie, the alPHA Board of Directors will determine the Award recipient.

How are Award recipients notified?

- Award recipients are notified in writing by alPHA approximately one month prior to the conference date.
- Award recipients are invited to attend as guests of the association at the Annual Awards Luncheon, which is held during the Annual Conference.

Who can I contact if I have further questions on the Awards?

- Susan Lee, Manager, Administrative and Association Services, alPHA
- tel: (416) 595-0006 ext. 225, e-mail: susan@alphaweb.org

2020 NOMINATION FORM
Distinguished Service Award

I HEREBY NOMINATE THE FOLLOWING INDIVIDUAL TO RECEIVE THE alPHa DISTINGUISHED SERVICE AWARD:

Nominee: _____

Title: _____

Health Unit/Agency/Org'n: _____

Mailing Address: _____

Email: _____

Telephone: _____

Membership Group within alPHa (choose one):

BOH	COMOH	AOPHBA	APHEO	ASPHIO
HPO	OAPHD	ODPH	OPHNL	OTHER

NOMINATOR'S SIGNATURE:

Name (please print): _____

Title: _____

Health Unit/Agency/Org'n: _____

Email: _____

Signature: _____ Date: _____

SUPPORTING SIGNATURES (*must be different from nominator*):

1. _____ Name (please print): _____

2. _____ Name (please print): _____

This completed form **must** be accompanied by a **cover letter** and **service record** or curriculum vitae to at least include a list of personal achievements at the local level, special or distinctive services on behalf of public health provincially and contributions on behalf of alPHa and/or one of its Sections, affiliated organizations or a provincial health organization.

Please forward by April 14, 2020, 4:30 PM to:

Susan Lee, Manager, Admin. & Assoc. Services
Association of Local Public Health Agencies
E-mail: susan@alphaweb.org