



INFORMATION REPORT

TO:	Mayor and Members Board of Health
COMMITTEE DATE:	November 16, 2020
SUBJECT/REPORT NO:	2020 Board of Health Self-Evaluation (BOH20021) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Carolyn Hureau (905) 546-2424 Ext. 6004
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SIGNATURE:	

COUNCIL DIRECTION

Not Applicable.

INFORMATION

Since 2014, the Board of Health has engaged in a self-evaluation process every other year to promote and foster a culture of continuous improvement. The last Board of Health self-evaluation was conducted in 2018 (BOH18011(a)), therefore the Board of Health is due to complete a self-evaluation in 2020.

Regular self-evaluation is a best practice in good governance and is in keeping with the five areas of focus outlined in the City of Hamilton's Our People and Performance Plan:

1. Effective leadership;
2. Healthy, respectful, and supportive workplace;
3. Continuous learning;
4. Performance excellence and accountability; and,
5. Enabling communications.

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.

Results from the self-evaluations are used to identify opportunities for improvement and to develop actions plans. For instance, the following opportunities for improvement were identified through the 2018 Board of Health self-evaluation process (BOH18011(a)):

- Greater understanding of Board of Health member roles and responsibilities;
- Increased familiarity with planning documents; and,
- Improved access to continuing education for Board of Health members.

To address these opportunities, many quality improvement initiatives were implemented to further support Board of Health good governance practices, including:

- Appointment of a Board of Health Vice-Chair in May 2019 to allow for consistency in understanding and leadership of public health issues in the absence of the Chair of the Board of Health (Mayor);
- An experiential learning approach to Board of Health orientation for board members;
- Regular reporting on planning documents (Annual Service Plan & Budget, Corporate Plan); and,
- Continued use of Board of Health reports to highlight and clarify legislated roles and responsibilities of board members.

In addition to being a valuable continuous improvement tool and a best practice in good governance, self-evaluation is also an organizational requirement under the Ontario Public Health Standards. All boards of health are required to complete a self-evaluation at least every other year. In completing the self-evaluation, Board of Health members are asked to reflect on:

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

This year, the self-evaluation will be conducted using an online survey. A link to the survey (Appendix “A” to Report BOH20021) will be distributed to Board of Health members via email following the Board of Health meeting on November 16, 2020. Board of Health members will have one week to complete the survey; all responses are requested by November 23, 2020.

Responses from the self-evaluation survey will be summarized with action plans for improvement informed through consultation with the Chair (Mayor) and Vice-Chair of the Board of Health, 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 Board of Health in January 2021.

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APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report BOH20021: 2020 Board of Health Self-Evaluation Survey