

June



BOARD OF HEALTH

SECTION:	Human Resources	APPROVED BY:	Board of Health
NUMBER:	BOH-HR-020	REVISED:	June 2024
DATE:	May 1, 2018		

Board of Health Self-Evaluation

PURPOSE:

To outline the requirements of self-evaluation for board of health members in accordance with the Ontario Public Health Standards: Requirements for Programs, Services, and Accountability.

POLICY:

The Board of Health shall have a self-evaluation process of its governance practices and outcomes that is completed at least every other year and may result in recommendations for improvements in leadership excellence, board effectiveness, engagement and performance.

The Board self-evaluation process shall include consideration of whether:

- Decision-making is based on access to appropriate information with sufficient time for deliberations;
- Compliance with all federal and provincial regulatory requirements is achieved;
- Any material notice of wrongdoing or irregularities is responded to in a timely manner;
- Reporting systems provide the Board with information that is timely and complete;
- Members remain abreast of major developments in governance and public health best practices, including emerging practices among peers;
- Board members are actively engaged in discussing agenda items that focus on strategic results, policy issues and solutions rather than on day-to-day operational issues; and
- Members monitors fiscal and programs and services performance.

Board members will complete the individual assessment portion of the tool which aims to enhance their contribution to the board, identify skill gaps, training and development opportunities.

PROCEDURE:

1. The CEO or designate will forward the Board of Health and Individual Assessment form (BOH-HR-020 – Appendix A) to each Board member by July 1st of the assessment year.
2. Board members will complete the forms electronically by August 1st of the assessment year and return to the CEO.
3. The CEO will compile the results of the assessments and forward to the Board no later than September 30th of the assessment year.
4. The Board will discuss the results at a subsequent Board of Health meeting.

COMPLIANCE:

Non-compliance with this policy and any associated procedures may result in appropriate disciplinary measures.

REVISION DATES:

September 2022

June 2024 (addition of compliance and revision dates)