



## STAFF REPORT ACTION REQUIRED

### Citizen Appointments to the Board of Health and Local Health Committees

<b>Date:</b>	February 12, 2007
<b>To:</b>	Board of Health
<b>From:</b>	Medical Officer of Health
<b>Wards:</b>	All
<b>Reference Number:</b>	

#### **SUMMARY**

---

Given the significant role that the City's agencies, boards and commissions have in municipal governance and city services, it is important that the membership of these ABCs reflect the population of the city. It is estimated that by 2017, 50.6% of GTA residents will be members of racialized groups. Removing barriers to full participation of all communities and increasing the diversity of ABCs is necessary for ABCs to reflect the population.

Over the past several years, the City of Toronto has made a number of commitments to achieving greater diversity in its public appointments to ABCs, culminating in the approval and implementation of a Public Appointment Policy that specifically includes diversity.

The Board of Health has an opportunity to demonstrate commitment to diversity through appointments of citizen members to both the Board itself and its four Local Health Committees (LHC). The City of Toronto already has a policy and the Board has terms of reference that address diversity. Therefore, this can be achieved without the development of a separate and distinct policy. Because of the limited number of citizen positions and the broad range of geographic, gender, ethnoracial, disability, and sexual orientation diversity that needs to be reflected in Board of Health and LHC membership, it is not recommended that specific targets be set. Rather, the Board of Health Nominating Subcommittee should increase diversity through active outreach, recruitment, screening and selection of its citizen appointments.

## **RECOMMENDATIONS**

---

The Medical Officer of Health recommends that:

1. The Board of Health refer this report to the Nominating Subcommittee to ensure that screening and selection for both the Board of Health and the four Local Health Committees reflect the commitment to diversity established in both the City's Public Appointment Policy and their respective Terms of Reference.

### **Financial Impact**

There are no financial implications related to this report.

### **DECISION HISTORY**

At its January 29, 2007 meeting, the Board of Health requested the Medical Officer of Health to report to the February 26, 2007 Board of Health meeting on a policy to ensure the appointment and membership of racial minorities to the Board of Health and Local Health Committees.

### **ISSUE BACKGROUND**

The Health Protection and Promotion Act requires that there be a board of health for each health unit (R.S.O. 1990, c. H.7, s.48). Boards of health are required to provide or ensure the provision of health programs and services required by the Act and the regulations to the persons who reside in the health unit served by the Board. They are to be composed of not fewer than three and not more than thirteen municipal members appointed to the board. The City of Toronto Board of Health is composed of thirteen members; six members of Council, six citizen members and one representative from Education appointed by City Council.

In May 2001, the Board of Health adopted the report "Community Participation in the Toronto Board of Health", approving an integrated model for community participation in the Toronto Board of Health and the establishment of four Local Health Committees as sub-committees of the Board of Health. The Local Health Committees provide advice to the Board of Health on policies, priorities and programs to address local and emerging health needs.

## COMMENTS

In their report *Diversity Matters: An Action Plan for Inclusion in Public Appointments*, The Maytree Foundation states that “considering the broad influence ABCs have on municipal governance and city services, the case has long been made that ABCs should reflect the diversity of the city that they represent”. The report lays out a 9-step action plan for achieving inclusion in public appointments:

1. Commit to diversity
2. Publish an appointment policy including diversity
3. Establish a baseline
4. Establish targets for change and measure progress
5. Create a public appointments unit
6. Provide training
7. Recruit and select qualified, diverse candidates
8. Support diverse ABCs
9. Report on progress

The City’s commitment to diversity was formalized in December 1999, when City Council adopted an action plan based on the work of the Task Force on Community Access and Equity. City Council approved a number of recommendations that extended access and equity best practice across the city and supported mechanisms for effective and inclusive community participation in all aspects of civic life. In April 2003, City Council adopted a vision statement of access, equity and diversity. It “recognizes the dignity and worth of all people by equitably treating communities and employees, fairly providing services, by consulting with communities and making sure everyone can participate in decision-making.”

In September 2006, Toronto City Council approved a Public Appointments Policy governing appointments to City Agencies, Boards, Commissions and Corporations and nominations to external special purpose bodies. The report and policy can be found at <http://www.toronto.ca/citizen-appointments/pdf/public-appointments-policy.pdf>. The policy outlines guiding principles, eligibility and qualifications, term and length of service, recruitment methods, the application process, the selection process, standards of conduct for City appointees and issues related to privacy and conflict of interest.

The importance of diversity is addressed throughout the policy. It clearly states that “Council recognizes that the City is best served by boards that reflect the geographic distribution and diversity of the community that they serve”. Guiding principle 1.1 states that the appointment of members of the public to serve on City boards is important to the City in order to provide a variety of perspectives, reflecting the diversity of the community. The guiding principles also identify the City’s commitment to an open, competitive and equitable appointments process that is consistent with achieving participation that affirms the diversity of our society, including the elimination of barriers to the recruitment, selection, and retention of members of systemically disadvantaged

groups (i.e. women, youth, aboriginal people, people with disabilities and racialized groups).

This policy applies to citizen appointments to City ABCs, including the Board of Health. Appendix D.1 of the Policy companion document, "Board-specific Processes and Requirements for Public Appointments", details the Board of Health profile, along with its composition, responsibilities, term of office, nomination process, and qualifications of citizen members. Qualifications require that board members should collectively demonstrate:

- Interest or background in issues affecting municipal public health programs and services
- Interest or skills in planning and policy development leading to a comprehensive municipal public health agenda that meets local community needs
- Experience in organizational activities, such as committees, non-profit groups, voluntary societies, occupational associations
- Skills in leadership and management and/or experience in administration and budget development
- Demonstrated skills in conflict management, negotiation and mediation, and
- Ability to make a commitment to monthly involvement in Board of Health meetings and related committee or other activities.

The policy also requires qualified candidates to meet the general eligibility requirements that are set out in the City's Public Appointments Policy. The City is required to engage in outreach, recruitment and selection activities that strive to achieve a balance of qualified applicants covering the range of specific board qualifications, experienced and new members, geographic representation, and representation of the diversity and demographics of the community.

As part of its commitment to diversity, the City has reported out on a sample of 2004 appointments to 15 of the City's Boards. Because of the varying nature and size of the City's many ABCs, diversity is measured and reported out collectively and not at an individual ABC level. The following table demonstrates that the City ABCs had achieved some success in achieving a diverse membership. However, women, youth, East Asian and South East Asian people remain particularly under-represented.

<b>Diversity Group</b>	<b>% of Population</b>	<b>% of Applicants</b>	<b>% of Appointments</b>	<b>Acceptable Appointment Range</b>
Men	48	63	67	43 – 53
Women	52	37	33	47 – 57
18-30 yrs old	24	2	4	19 – 29
31-64 yrs old	59	70	63	54 – 64
65 and over	17	24	33	12 – 22
Aboriginal Origin	0.5	0.5	0	Up to 5.5
Black	8	10	10	3 – 13

<b>Diversity Group</b>	<b>% of Population</b>	<b>% of Applicants</b>	<b>% of Appointments</b>	<b>Acceptable Appointment Range</b>
East Asian	12	4	0	7 – 17
Latin American	2	1	0	Up to 7
SE Asian	5	2	0	Up to 10
South Asian	10	10	6	5 – 10
West Asian	2	2	4	Up to 7
Mixed Heritage	1	1	3	Up to 6
Overall Racial Minorities	43	30	22	38 – 48
Disabilities	13.5	10	8.5	8.5 – 18.5
LGBT	10	7	12	5 – 15

With the conclusion of the November 2006 municipal election, the City is now embarking on a new round of citizen appointments to its agencies, boards and commissions. New to the process this year is an application form that encourages applicants to self-identify gender, age group, aboriginal status, racial group, disability status or sexual orientation. The Board of Health Nominating Sub-committee will be able to use this information to facilitate a screening and selection process that ensures the most diverse membership possible.

At its February 2004 meeting, the Board of Health approved Terms of Reference for Local Health Committees. They state that each LHC will have a minimum of eight and a maximum of thirteen members and that the membership will include an appropriate combination of members with the following perspectives and skill sets:

- Minimum of one Board of Health member
- Local ratepayers and tenants
- Community representing perspectives from at least four sectors (e.g. seniors, children’s issues, mental health, disabled community, housing/homelessness, anti-poverty, food security, environmental health, occupational health, public health professionals, hospitals, community care access centres, community health centres)
- Community members who reflect the demographic diversity of the Local Health Committee area including gender, ethnoracial background, ability and sexual orientation.

The Maytree Foundation’s *Diversity Matters* Report identifies that diverse representation on ABCs is a long-term commitment. That commitment has already been formalized in the City’s Public Appointment Policy. The Board of Health has echoed that commitment in the terms of reference for the Local Health Committees. Active outreach, recruitment, screening and selection of representatives from Toronto’s diverse population are necessary to ensure that the citizen members of both the Board of Health and four Local Health Committees reflect the communities they serve.

**CONTACT**

Susan Makin  
Director, Planning & Policy  
Toronto Public Health  
Phone: 416-392-7463  
Fax: 416-392-0713  
Email: [smakin@toronto.ca](mailto:smakin@toronto.ca)

**SIGNATURE**

---

Dr. David McKeown  
Medical Officer of Health