

**Elgin St. Thomas Site**

Administrative Office  
1230 Talbot Street  
St. Thomas, ON  
N5P 1G9

**Woodstock Site**

410 Buller Street  
Woodstock, ON  
N4S 4N2

October 7, 2022

Mr. Ben Addley, Interim Chief Administrative Officer  
County of Oxford  
21 Reeve Street  
Woodstock, ON N4S 7Y3

Dear Ben,

I am writing to update you on recent work completed by the Southwestern Public Health Governance Committee and to make a request. The Committee has completed its annual board competency matrix. This matrix looks at the skills and experience that the current Board of Health has and what further skills and experience would be beneficial.

Obligated municipalities determine who they wish to appoint to a local board including the Board of Health. Respecting that this is completely the decision of the municipality, I am writing to you today on behalf of the Board of Health, to ask, if possible, that you consider the skills and experience needs of the SWPH Board of Health when you determine your upcoming municipal appointments.

In addition to the importance of having as much public health experience as possible, the matrix noted that the Board complement could be further enhanced if there was additional knowledge and expertise in the areas of:

- Public policy development
- Health System Funding
- Advocacy
- Quality and Safety

The matrix also noted that the Board complement could be further enhanced with:

- Financial experience including as an accredited financial professional
- Academic health services experience including research

In addition, the Committee felt that the Board would benefit from more balance in gender (there are currently 9 men and 1 woman) and the addition of minorities.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in blue ink, reading "Larry D. Martin". The signature is written in a cursive style with a large, stylized "L" and "M".

Larry Martin  
Chair, Board of Health  
Southwestern Public Health

copy:            Board of Health members, SWPH