

November 25, 2020

**MEMORANDUM TO:** Executive Leadership Team

**FROM:** Helen Angus  
Deputy Minister  
Ministry of Health

**RE:** Staffing Announcement

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As COVID-19 vaccines enter development phase two/three trials, and with the Government of Canada entering into advance purchase agreements with vaccine manufacturers to date, the ministry will be increasing capacity to support an all-of-government effort to roll out a COVID vaccine program. Earlier this week, the government announced that General Rick Hillier (retired) will chair a new Minister's COVID-19 Vaccine Distribution Task Force to advise on the COVID-19 vaccine program and roll-out.

Building on the critical work that has been done to date within our ministry, I am establishing a dedicated team to execute our unique responsibilities in this unprecedented effort, including the coordination and alignment of our ministry's contributions to the Task Force's workstreams.

I am pleased to announce that effective immediately, **Shelley Gibson** has been appointed to the temporary role of Assistant Deputy Minister, COVID-19 Vaccine Planning and Implementation for the Ministry of Health activities related to the COVID vaccine program. Shelley will be a key liaison with the Task Force and will work closely with many areas across the ministry to bring our health system knowledge, expertise, and capacity to this monumental task.

As you know, Shelley is currently the Director, Business Services and Facilities Branch in the ministry. In this role, she is responsible for overseeing the distribution of Ontario Government Pharmaceutical and Medical Supply Services, which provides strategic procurement and order management services as well as warehousing and distribution of identified drugs, vaccines and medical supplies in support of provincial health priorities. Shelley has extensive knowledge in vaccine procurement, storage, logistics and stakeholder management which positions her well to take on the ADM role.

Reporting to me, the new dedicated team will also support Dr. Williams' leadership in the public health response and work closely and collaboratively with the Office of the CMOH/Public Health Division, the ADM, Population Health Initiatives and the ADM, Pandemic Response.

Please join me in wishing Shelley all the best in her new role.

A handwritten signature in blue ink, appearing to read 'H. Angus', with a stylized flourish at the end.

Helen Angus  
Deputy Minister  
Ministry of Health