

THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH

DATE: JANUARY 20, 2009

TIME: 12:41 P.M.

PLACE: BOARD ROOM

CHAIR: MR. J. VIRDIRAMO

BOARD MEMBERS PRESENT:

Ms. C. Bryson
Mr. T. Fox
Mr. N. Gale
Ms. C. Gillies
Ms. S. Hunt
Ms. M. Harding
Mr. J. MacEachern
Mr. J. Masters
Ms. B. Metzler
Ms. S. Pinner
Mr. E. Rutherford
Ms. L. Rydholm
Ms. L. Tolmonen
Mr. J. Virdiramo

ADMINISTRATION PRESENT:

Mr. D. Heath, Chief Executive Officer (A),
Director – Business Administrative Services
and Business Administrative Officer
Dr. S. Graham, Medical Officer of Health (A)
Mr. K. Allan, Director - Health Protection
Ms. J. Black, Director - Health Promotion
Ms. B. Moro, Executive Assistant to the Medical
Officer of Health/CEO and Secretary to the
Board

REGRETS:

Mr. S. Harasen

The Chair called the meeting to order at 12:41 p.m.

1. ATTENDANCE AND ANNOUNCEMENTS

The following announcements were made at the meeting:

- Welcome to Ms. Shari Pinner, new Board member from the Municipality of Oliver-Paipoonge replacing Ms. Lucy Kloosterhuis
- Requested any needs for Board orientation

The following regrets were acknowledged at the meeting:

- Steven Harasen

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. AGENDA APPROVAL

Resolution No.: 2009 - 10

MOVED BY: Ms. C. Bryson
SECONDED BY: Ms. S. Pinner

THAT the Agenda for the Regular Board of Health Meeting to be held on January 20, 2009, be approved.

CARRIED

4. INFORMATION SESSION

4.01 Ontario Public Health Standards

Mr. K. Allan, Director – Health Protection and Ms. J. Black, Director – Health Promotion gave a PowerPoint presentation to the Board of Health relative to the above noted.

A copy of the slide presentation was distributed to the Board of Health at the meeting.

5. MINUTES OF THE PREVIOUS MEETINGS

5.01 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Meeting held on December 16, 2008, to be approved.

Resolution No.: 2009 - 11

MOVED BY: Ms. B. Metzler
SECONDED BY: Ms. C. Gillies

THAT the Minutes of the Thunder Bay District Board of Health Meeting held on December 16, 2008, be approved.

CARRIED

5.02 Executive Committee

The Minutes of the Executive Committee meeting held on December 16, 2008, were presented for approval at an Executive Committee meeting held on January 20, 2009 and presented to the Board for information at the meeting.

6. MATTERS ARISING FROM PREVIOUS MINUTES

There were no matters arising from the previous minutes.

7. STANDING REPORTS

7.1 Divisional Reports

Memorandum from Mr. K. Allan, Director – Health Protection and Ms. J. Black, Director – Health Promotion, dated January 13, 2009, providing additional information relative to their Program Division Reports.

7.1.1 Health Protection

Report No. 02-2009 relative to providing an update to the Board on the Health Protection Department, for information.

Mr. K. Allan, Director – Health Protection appeared before the Board, provided an overview of the report and responded to questions.

7.1.2 Health Promotion

Report No. 03-2009 relative to providing an update to the Board on the Health Promotion Department, for information.

Attachment A: Letter to Ministry of Health Promotion re Smoke-Free Ontario Strategy, dated January 8, 2009 as listed in Report No. 03-2009

Northwest Tobacco Control Area Network newsletter as identified as an attachment to the letter to the Ministry of Health Promotion, dated January 8, 2009, referenced in Report No. 03-2009 was distributed separately with the agenda package.

Mr. J. Black, Director – Health Promotion appeared before the Board, provided an overview of the report and responded to questions.

7.1.3 Business Administrative Officer,
Administrative Services and Acting CEO Report

Report No. 04-2009 relative to providing an update to the Board on the Business Administrative Services Department and CEO's Office, for information.

Mr. D. Heath, Chief Executive Officer (A) appeared before the Board, provided an overview of the report and responded to questions.

7. STANDING REPORTS

7.2 Medical Officer of Health Report

Report No. 06-2009 relative to providing an update to the Board from Dr. S. Graham, Acting Medical Officer of Health.

Resolution No.: 2009 - 12

MOVED BY: Ms. L. Tolmonen
SECONDED BY: Ms. S. Hunt

THAT the Board of Health accept the Report of the Medical Officer of Health (A), as presented in Report No. 06-2009.

CARRIED

8. NEW BUSINESS

8.01 Strategic Plan Board Retreat

At the December 16, 2009 Board of Health Executive Committee, it was the consensus of the Committee to bring forward the suggestion of a Board retreat to the January Board meeting for feedback and approval and redistribute a copy of the Strategic Plan to the Board members.

Copy of the Thunder Bay District Health Unit Strategic Plan, for information was distributed separately in the agenda package.

A copy of a letter from Mr. M. Walton, Partner – Blackstone Partners, dated January 13, 2009, relative to the facilitation of a Board retreat, was distributed to the Executive Committee earlier in the day and to the remaining Board members at the meeting.

Memorandum from Mr. D. Heath, Chief Executive Officer (A), dated January 19, 2009, outlining dates for the above noted retreat was distributed to the Executive Committee earlier in the day and to the remaining Board members at the meeting.

The Board concurred with the recommendations of the Executive Committee to hold the retreat on February 26 and 27, 2009.

The Executive Assistant will find a location for the retreat, i.e. Airline, Valhalla or Victoria Inn.

8.02 Fee Structure Food Safety Courses

Issue Report No. 07-2009 relative to recommending the amendment of the Food Safety Course Fee Schedule.

8. NEW BUSINESS (Continued)

8.02 Fee Structure Food Safety Courses (Continued)

Resolution No.: 2009 - 13

MOVED BY: Mr. T. Fox
SECONDED BY: Mr. J. MacEachern

WHEREAS the Thunder Bay District Health Unit Food Safety Program provides Safe Food Handling Courses;

AND WHEREAS the Food Safety Course fee schedule is out of date with current practice;

BE IT THEREFORE RESOLVED THAT the Thunder Bay District Health Unit charge the following for Food Safety Courses, effective January 21, 2009:

- Level I Course: \$100.00
- Level I Re-certification Course: \$ 50.00
- Level II Advanced Course: \$200.00

As outlined in Report No. 07-2009.

CARRIED

9. OTHER BUSINESS

9.01 One-Time Funding – Mitigating Invasive Group A Streptococcal (IGAS) Strategies

Report No. 08 – 2009 relative to providing the board of Health with the proposed in-year funding request to the Ministry of Health and Long Term Care for Mitigating IGAS Strategies.

Resolution No.: 2009 – 13(A)

MOVED BY: Mr. N. Gale
SECONDED BY: Mr. C. Gillies

THAT with respect to Report No. 08 – 2009, we recommend that:

1. the application of In-Year funding for \$91,370.00 for Mitigating IGAS Strategies be approved for submission to the Ministry of Health and Long Term Care; and
2. the staffing be set at 3.0 full time equivalents positions.

CARRIED

9. OTHER BUSINESS

9.02 One-Time Funding – Medical
Officer of Health Recruitment Costs

Report No. 09- 2009 relative to providing the Board of Health with the proposed in-year funding request to the Ministry of Health and Long Term Care for Medical Officer of Health Recruitment Costs.

Resolution No.: 2009 – 13(B)

MOVED BY: Mr. E. Rutherford
SECONDED BY: Ms. M. Harding

THAT with respect to Report No. 09 – 2009, we recommend that the application of In-Year funding for \$10,000.00 for Medical Officer of Health Recruitment Costs be approved for submission to the Ministry of Health and Long Term Care.

CARRIED

10. NEXT MEETING

The next meeting will be held on Thursday, February 26, 2009 at 12:30 p.m.

11. ADJOURNMENT

Resolution No.: 2009 - 14

MOVED BY: Ms. S. Pinner
SECONDED BY: Ms. C. Bryson

THAT the Board of Health meeting held on January 20, 2009 be adjourned at 2:24 p.m.

CARRIED

Chair, Board of Health

Medical Officer of Health/CEO

Recording Secretary