

THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH

DATE: JULY 28, 2011

TIME: 1:00 P.M.

PLACE: BOARD ROOM

CHAIR: MS. MARIA HARDING

BOARD MEMBERS PRESENT:

Ms. C. Bryson
Mr. J. Daiter
Mr. T. Fox
Mr. N. Gale
Ms. G. Garbutt
Ms. C. Gillies
Ms. M. Harding
Mr. B. Kamphof
Mr. J. MacEachern
Mr. J. Masters
Ms. B. Metzler
Ms. D. Robinson
Mr. J. Virdiramo

ADMINISTRATION PRESENT:

Mr. D. Heath, Chief Executive Officer
Mr. K. Ranta, Director – Health Promotion
Ms. G. Daniels, Manager – Finance
Ms. B. Moro, Executive Assistant to the Medical
Officer of Health and Chief Executive Officer
and Secretary to the Board of Health

REGRETS:

Mr. R. Buitenhuis
Mr. A. Ruberto

The Chair called the meeting to order at 1:00 p.m.

1. ATTENDANCE AND ANNOUNCEMENTS

The following announcements were made at the meeting:

- Advised of the 2011 OPHA Fall Forum in Toronto on October 5 and 6, 2011

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

3. AGENDA APPROVAL

Resolution No.: 119 - 2011

MOVED BY: Mr. J. Virdiarmo
SECONDED BY: Mr. J. MacEachern

THAT the Agenda for the Regular Board of Health Meeting to be held on July 28, 2011, be approved, as amended.

CARRIED

It was the consensus of the Board of Health that the Closed Session Meeting be brought forward to be dealt with at this time.

Closed Session Meeting

Resolution No.: 123 - 2011

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

THAT the Board of Health move into a Closed Session meeting in order to receive information relative to identifiable individuals.

CARRIED

At 1:03 p.m. the Board moved into a Closed Session meeting.

Ms. B. Moro, Executive Assistant left the meeting room.

At 1:20 p.m. the Executive Committee reverted back to open session.

Ms. B. Moro returned to the meeting room.

Mr. K. Ranta, Director – Health Promotion and Ms. G. Daniels, Manager – Finance entered the meeting room.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on June 21, 2011, to be approved.

5. MINUTES OF THE PREVIOUS MEETINGS (Continued)

5.1 Thunder Bay District Board of Health (Continued)

Resolution No.: 120 - 2011

MOVED BY: Ms. G. Garbutt
SECONDED BY: Mr. J. Daiter

THAT the Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on June 21, 2011, be approved.

CARRIED

5.2 Executive Committee Meeting

The Minutes of the Executive Committee Meetings (Regular and Closed Sessions) held on June 21 and 27, 2011, were presented for approval at the Executive Committee meeting on July 18, 2011 and are being presented to the Board for information.

The Minutes of the Executive Committee Meeting held on July 18, 2011 were presented at an Executive Committee meeting held earlier in the day and were presented to the Board for information at the meeting.

6. MATTERS ARISING FROM PREVIOUS MINUTES

There are no matters arising from the previous minutes.

7. DECISIONS OF THE BOARD

7.1 Contract Award – Continuous Quality Improvement Program

Report No. 65-2011 (Finance) relative to awarding the contract to provide consulting services to develop and implement the Continuous Quality Improvement Program at the Thunder Bay District Health Unit.

Resolution No.: 121 - 2011

MOVED BY: Ms. B. Metzler
SECONDED BY: Mr. J. Virdiramo

THAT with respect to Report No. 65 – 2011 (Finance), we recommend that the contract to Develop and Implement the Continuous Quality Improvement Program be awarded to ASQ for \$86,463 (taxes extra) plus applicable travel expenses, pre-approved per the Thunder Bay District Health Unit Travel Policy;

7. DECISIONS OF THE BOARD (Continued)

7.1 Contract Award – Continuous Quality Improvement Program (Continued)

AND THAT the funding to support this initiative be provided from the projected Cost-Shared and various 100% Funded Program budget favourable variances;

AND THAT the Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the Continuous Quality Improvement Program as required.

CARRIED

7.2 Healthy Smiles Ontario (Low Income Dental Program) Update

Report No. 69-2011 (Children's Clinical Programs) relative to providing a review of a letter from the Ministry of Health and Long-Term Care dated June 15, 2011 relative to the Thunder Bay District Health Unit's proposal for the Low Income Dental Program, dated November 16, 2010 and recommend the restatement of the Board's support of the business case proposal this program.

Resolution No.: 122 - 2011

MOVED BY: Ms. G. Garbutt
SECONDED BY: Mr. J. MacEachern

THAT with respect to Report No. 69-2011 (Children's Clinical Programs), we recommend that we restate support of the November 16, 2010 Business Case Proposal for the Low Income Dental Program to the Ministry of Health and Long-Term Care;

AND THAT we seek the Ministry of Health and Long-Term Care's approval of this plan;

AND THAT upon approval from the Ministry of Health and Long-Term Care, a Budget Report be brought back to the Board of Health for final approval prior to implementation.

CARRIED

Ms. C. Gillies requested to be recorded as opposed to the above noted resolution.

8. STANDING REPORTS

There are no Standing Reports at this meeting.

9. NEW BUSINESS

9.1 Interim Financial Reports as at June 30, 2011

Report No. 68-2011 (Finance) relative to providing Interim Financial Reports for the Quarter ended June 30, 2011, for information.

Attachment 1 – Financial Position – Cost Shared Programs
Attachment 2 – Financial Position – In-Year 100% Funding Initiatives
Attachment 3 - Financial Position – 100% Funded Programs
Attachment 4 – Financial Position – Land Development Program

9.2 2010 Annual Report

Memorandum from Mr. D. Heath, Chief Executive Officer, dated July 19, 2011, relative to the above noted.

A copy of the 2010 Annual Report was distributed at the meeting.

At 2:12 p.m., it was the consensus of the Board to resolve back to the Board of Health (Closed Session) meeting.

Ms. B. Moro, Executive Assistant and Mr. K. Ranta, Director – Health Promotion left the meeting room.

At 2:23 p.m. the Board of Health reverted back to open session.

10. OTHER BUSINESS

10.1 Medical Officer of Health Recruitment

At the Board of Health (Closed Session) Meeting held earlier, the Board was advised that the following resolution would be presented at open session for consideration.

Resolution No.: 124(A) - 2011

MOVED BY: Ms. B. Metzler
SECONDED BY: Mr. N. Gale

THAT the Board of Health approve the appointment of Dr. David Williams to the position of Medical Officer of Health for the Thunder Bay District Health Unit, effective at a date to be determined during September 2011;

AND THAT the Board of Health approved a three year contract as presented;

AND THAT we recommend that Dr. Graham's coverage as Acting Medical Officer of Health be extended until Dr. David Williams contract begins;

10. OTHER BUSINESS (Continued)

10.1 Medical Officer of Health Recruitment (Continued)

AND THAT the Board of Health appoint Dr. Janet DeMille as Associate Medical Officer of Health on or about September 2012 upon her successfully meeting the qualifications for the position.

CARRIED

11. NEXT MEETING

The next regularly scheduled Board of Health meeting has been scheduled for Tuesday, September 20, 2011 followed by the Annual Board of Health Bar-b-que.

12. ADJOURNMENT

Resolution No.: 125 - 2011

MOVED BY: Ms. C. Bryson
SECONDED BY: Mr. J. Masters

THAT the Board of Health meeting held on July 28, 2011 be adjourned at 2:25 p.m.

CARRIED

Chair, Board of Health

Chief Executive Officer

Recording Secretary