

THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH EXECUTIVE COMMITTEE

DATE: APRIL 18, 2011

TIME: 1:30 P.M.

PLACE: BOARD ROOM

CHAIR: MS. M. HARDING

BOARD MEMBERS PRESENT:

Mr. N. Gale
Ms. M. Harding
Mr. J. MacEachern
Ms. B. Metzler
Mr. J. Virdiramo

ADMINISTRATION PRESENT:

Mr. D. Heath, Chief Executive Officer
Dr. H. Kurban, Medical Officer of Health (A)
Ms. G. Daniels, Manager - Finance
Ms. B. Moro, Executive Assistant to the MOH
and CEO and Secretary to the Board of
Health

GUESTS:

Ms. R. Brizi, Partner – Grant Thornton

CALL TO ORDER

The Chair called the meeting to order at 1:26 p.m.

1. DECLARATIONS OF INTEREST

There were no declarations of pecuniary interest.

2. AGENDA APPROVAL

Resolution No.: 50 - 2011

MOVED BY: Mr. J. MacEachern
SECONDED BY: Mr. N. Gale

THAT the Agenda for the Executive Committee Meeting to be held on April 18, 2011, be approved.

CARRIED

3. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Board of Health Executive Committee Meeting held on March 15, 2011, to be approved.

Resolution No.: 51 - 2011

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

THAT the Minutes of the Board of Health Executive Committee Meeting held on March 15, 2011, be approved.

CARRIED

4. NEW BUSINESS

4.1 2010 Audited Financial Statements

Report No. 37-2011 (Finance) relative to recommending the approval of the draft 2010 Consolidated Financial Statements for the Thunder Bay District Health Unit.

Attachment #1 to Report No. 37-2011 - Copy of the 2010 Draft Audited Financial Statements was distributed separately with the agenda package.

A copy of the Report to the Board of Health – Communication of Audit Strategy and Results for the Thunder Bay District Health Unit for the year ended December 31, 2010 was distributed separately with the agenda package.

Mr. D. Heath, Chief Executive Officer introduced Ms. G. Daniels, Manager – Finance and Ms. Rosy Brizi, Partner – Grant Thornton, the Board's Auditor, who were in attendance to review draft copies of the 2010 Audited Financial Statements.

Ms. G. Daniels, Manager – Finance reviewed the Report No. 37 – 2011 and the Audited Financial Statements with the Executive Committee and responded to questions.

Resolution No.: 52 - 2011

MOVED BY: Mr. N. Gale
SECONDED BY: Mr. J. MacEachern

THAT the Board of Health Executive Committee move into closed session relative to receiving information relative to personal matters about identifiable individuals.

CARRIED

4. **NEW BUSINESS** (Continued)

4.1 2010 Audited Financial Statements (Continued)

At 1:50 p.m. the Board moved into a Closed Session meeting to discuss the business at hand.

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

At 2:01 p.m. the Executive Committee reverted back to open session.

Ms. B. Moro returned to the meeting room.

Ms. R. Brizi, Partner – Grant Thornton, the Board's Auditor, reviewed the Report to the Board of Health – Communication of Audit Strategy and Results for the Thunder Bay District Health Unit for the year ended December 31, 2010 and responded to questions.

The Executive Committee was advised that the resolution as contained in Report No. 37-2011 will be presented at the Board of Health meeting on April 19, 2011 for approval.

The Executive Committee thanked Ms. Brizi and she left the meeting.

4.2 Medical Officer of Health Recruitment

The following Confidential information was emailed to Members of the Executive Committee on Saturday, April 16, 2011 and hard copies placed on the desks, at the meeting:

- Candidate Summary for the MOH Recruitment Committee – April 18, 2011
- Applicants resumes
- Preliminary and interview questions
- Detailed work plan and schedule

4.3 Closed Session Meeting

Resolution No.: 53 - 2011

MOVED BY: Mr. N. Gale
SECONDED BY: Mr. J. MacEachern

THAT the Board of Health Executive Committee move into a Closed Session meeting in order to receive information relative to an identifiable individual and employee negotiations.

CARRIED

At 2:33 p.m. the Board moved into a Closed Session meeting to discuss the business at hand.

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

4. **NEW BUSINESS** (Continued)

4.3 Closed Session Meeting (Continued)

At 3:22 p.m. the Executive Committee reverted back to open session.

Ms. B. Moro returned to the meeting room.

5. **OTHER BUSINESS**

There was no other business.

6. **DATE OF NEXT MEETING**

The next meeting will be held on April 19, 2011 at 11:30 a.m.

7. **ADJOURNMENT**

Resolution No.: 55 - 2011

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

THAT the Board of Health Executive Committee meeting held on April 18, 2011, be adjourned at 3:25 p.m.

CARRIED