



## BOARD OF HEALTH MEETING

**DATE OF MEETING:** DECEMBER 16, 2008  
**TIME OF MEETING:** 1:00 P.M.  
**PLACE OF MEETING:** SALON D – TRAVELODGE AIRLANE  
**CHAIR:** MR. JOE VIRDIRAMO

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### CALL TO ORDER

#### 1. ATTENDANCE AND ANNOUNCEMENTS

#### 2. DECLARATIONS OF INTEREST

#### 3. AGENDA APPROVAL

**RES 1** THAT the Agenda for the Regular Board of Health Meeting  
to be held on December 16, 2008, be approved. J. Virdiramo

#### 4. INFORMATION SESSION

There is no information session scheduled for this 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 November 18, 2008, to be approved. **(Pages 6 – 20)** J. Virdiramo

**RES 2** THAT the Minutes of the Thunder Bay District Board of Health  
Meetings (Regular and Closed Session) held on November 18,  
2008, be approved.

**5. MINUTES OF THE PREVIOUS MEETINGS (Continued)**5.02 Executive Committee

J. Virdiramo

The Minutes of the Executive Committee meeting held on November 18, 2008, will be presented for approval at an Executive Committee meeting to be held on December 16, 2008 and presented to the Board for information at the meeting. **(To be distributed at the meeting)**

**6. MATTERS ARISING FROM PREVIOUS MINUTES**

There were no matters arising from the previous minutes.

**7. STANDING REPORTS**7.01 Divisional Reports7.1.1 Health Protection

K. Allan

Report No. 69-2008 relative to providing an update to the Board on the Health Protection Department, for information. **(Pages 21 – 25)**

7.1.2 Health Promotion

J. Black

Report No. 65-2008 relative to providing an update to the Board on the Health Promotion Department, for information. **(Pages 26 - 28)**

Attachment A - 'Got Time to Quit?' postcard **(Distributed Separately)**

7.1.3 Business Administrative Officer,  
Administrative Services and Acting CEO Report

D. Heath

Report No. 66-2008 relative to providing an update to the Board on the Business Administrative Services Department and CEO's Office, for information. **(Pages 29 – 31)**

7.2 Medical Officer of Health Report

Dr. S. Graham

Report No. 67-2008 from Dr. S. Graham, Acting Medical Officer of Health will be given at the meeting. **(Pages 32 – 33)**

RES 3

THAT the Board of Health accept the Report of the Medical Officer of Health (A), as presented in Report No. 67-2008.

**8. NEW BUSINESS**8.01 Reserve Fund Strategy

D. Heath

Issue Report No. 68 - 2008 relative to providing recommendations for strategies related to Reserves and Reserve Funds in accordance with the Reserve and Reserve Fund Policy, FP-05-05. **(Pages 34 – 40)**

Attachment 1 - Historical Balances of Reserve and Reserve Funds **(Page 41)**

Attachment 2 - Sick Pay Plan Allowance Reserve Fund **(Page 42 - 43)**

Attachment 3 - Capital Expenditure Reserve Fund **(Page 44 - 45)**

Attachment 4 - Land Development Reserve Fund **(Page 46)**

Attachment 5 - Benefit Cost Stabilization Reserve Fund **(Page 47 – 48)**

Attachment 6 - Program Contingency Reserve Fund **(Page 49 – 50)**

RES 4
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THAT with respect to Report No. 68 – 2008 we recommend that the Reserve Fund strategies be approved as presented;

AND THAT the Sick Pay Plan Allowance Reserve Fund be approved as presented;

AND THAT the Capital Expenditure Reserve Fund be approved as presented;

AND THAT the Health Unit's share of any approved one-time funding requests be approved from the Capital Expenditure Reserve Fund in 2008 only;

AND THAT the balance of the year end municipal surplus at December 31, 2008 be transferred into the Capital Expenditure Reserve Fund;

AND THAT the Land Development Reserve Fund be approved as presented;

AND THAT any year end surplus or year end deficit from the Land Development Program be transferred into or withdrawn from the Land Development Reserve Fund, respectively;

AND THAT the Benefit Cost Stabilization Reserve Fund be approved as presented;

AND THAT the Program Contingency Reserve Fund be approved as presented;

AND THAT the deferred revenue amounts for the Communicable Disease Advisory Committee for \$14,732.12, Nurse Preceptor for \$9,525.28, Canadian Living Foundation for \$9,974.70, and Consulting for Cancer Society for \$18,368.67 be transferred into the Program Contingency Reserve Fund prior to December 31,

**8. NEW BUSINESS** (Continued)

8.01 Reserve Fund Strategy (Continued)

2008 to establish the opening balance of the Program Contingency Reserve Fund;

AND THAT the necessary by-laws be presented to the Board of Health for ratification;

THAT an update of the Reserve Fund strategies be presented annually to the Board of Health.

**9. OTHER BUSINESS**

**10. NEXT MEETING**

The next regularly scheduled Board of Health meeting will be held on Tuesday, January 20, 2009 at 12:30 p.m.

**11. ADJOURNMENT**

RES 5

THAT the Board of Health meeting held on December 16, 2008 be adjourned at \_\_\_\_\_ p.m.

**Information**

(Copy Provided in the Agenda Package)

Invitation to the Board of Health Christmas Luncheon.

**General Correspondence**

(Copy Provided in the Agenda Package – Board of Health Members Only)

None.

**Resolution Correspondence**

(Not Attached – Available at the Meeting)

None.