

**THUNDER BAY DISTRICT HEALTH UNIT**

**BOARD OF HEALTH MEETING**

**April 17, 2007**

**1:30 pm – BOARDROOM**

**MINUTES**

**Board Members Present:**

C. Bryson, Chair  
N. Gale  
S. Harasen  
M. Harding  
S. Hunt  
L. Kloosterhuis  
J. MacEachern  
N. MacOdrum  
B. Metzler  
A. Savela  
I. Sullivan  
L. Tolmonen  
J. Virdiramo

**Guests:**

R. Brizi, Grant Thornton  
M. Walton, Blackstone Partners  
E. Mayo Hagan, Blackstone Partners

**Administration Present:**

Dr. N. Cameron, Medical Officer of Health / CEO  
D. Heath, Business Administrative Officer  
K. Allan, Director, Health Protection and Clinical Services  
J. Black, A/Director, Health Promotion & Chronic Disease Prevention  
G. Daniels, Manager of Finance

**Recorder:** B. McClain

**Meeting Called to Order – 1:30 pm**

**1. Attendance and Announcements**

- Laura Craig, Coordinator of Marketing and Communications, was introduced.
- A presentation of SmarkRisk Heroes is scheduled for May 9 at 5:30 pm at St. Patrick's High School; followed by a sponsors' reception at the Vahalla Inn.
- The Proclamation of Youth Week takes place on April 27 at 10:30 at City Hall.
- The Annual alPHa Conference will be held in Windsor, June 10 – 12, 2007.

**2. Declarations of Interest**

There were none declared.

**3. Agenda Approval**

The Agenda was approved as re-ordered, and with the addition of Item 9.1, "Meeting Time".

*Moved by: L. Kloosterhuis*

*Seconded by: S. Harasen*

*THAT the Agenda for the Regular Board of Health Meeting of April 17, 2007 be approved as amended.*

CARRIED

**4. Presentation**

Ken Allan introduced Tony Pacifico, Manager of Environmental Health, and Dr. Ken Deacon, Bioconsultant. Dr. Deacon presented on "West Nile Virus in the Thunder Bay District, 2006".

The Agenda was re-ordered, and Item 8.3 was addressed.

**8.3 2006 Audited Financial Statements**

Doug Heath introduced Ms. Rosy Brizi, Partner with Grant Thornton and Georgina Daniels, Manager of Finance, and reviewed the draft audited financial statements prepared by the Health Unit for the year ending December 31, 2006. Ms. Brizi presented the draft Communication of Audit Results.

Inquiries of Board of Health members were addressed.

*Moved by: S. Hunt*

*Seconded by: J. MacEachern*

*THAT the Board of Health approve the Audited Financial Statements of the Thunder Bay District Health Unit for the year ending December 31, 2006, as presented at the Regular Board of Health Meeting of April 17, 2007.*

CARRIED

**5. Minutes**

**5.1 Minutes of the Regular Board of Health Meeting March 20, 2007**

The Minutes of the Regular Board of Health Meeting of March 20, 2007 were approved.

*Moved by: S. Harasen*

*Seconded by: M. Harding*

*THAT the Minutes of the Regular Board of Health Meeting of March 20, 2007 be approved.*

CARRIED

**6. Matters Arising from the Minutes**

**7. Standing Reports**

7.1 Divisional Reports

7.1.1 Health Protection and Clinical Services

The Director presented the Divisional activity report and noted that May 6 – 12 is Nursing Week. Inquiries of the Board were addressed.

7.1.2 Health Promotion and Chronic Disease Prevention

The Director reviewed the monthly report focusing on Fair Start and Preventive Dentistry cost-shared programs. M. Harding will follow-up with aPHa (Association of Public Health Agencies) on the status of advocacy to increase CINOT (Children in Need of Treatment) fees for dentists.

7.1.3 Business Administrative Officer Report

The Business Administrative Officer presented the monthly report, noting that the budget was submitted within timelines and complies with the Provincial guidelines.

7.2 Medical Officer of Health Report

The Medical Officer of Health presented the April report, and provided an update from the Program Standards Technical Review Committee on the draft Ontario Public Health Standards. The aPHa Membership was renewed for the 2007/2008 year.

*Moved by: N. MacOdrum*

*Seconded by: L. Tolmonen*

*THAT the Board of Health accept the Report of the Medical Officer of Health as presented in Report No. 17-07.*

CARRIED

## 8. New Business

### 8.1 Increase in Travel Clinic Vaccine Fees

The Director of Health Protection and Clinical Services outlined the recommendation to increase the cost of non-publicly funded vaccines in weekly drop-in Immunization Clinics.

*Moved by: L. Tolmonen                      Seconded by: N. MacOdrum*

*THAT the Board of Health approve an increase in user fees of \$5.00 per dose for non-publicly funded vaccines with the exception of Hepatitis B, Tuberculin Skin Testing for screening, purposes and Gardasil, as outlined in Report No. 20-07.*

CARRIED

### 8.2 2006 Legal Expenditures

The Business Administrative Officer presented the information report outlining the 2006 Legal Expenses.

### 8.3 Strategic Plan

Dr. Nancy Cameron introduced the consultants from Blackstone Partners who presented the draft Five Year Strategic Plan. Board Members' inquiries were addressed and discussion followed.

*Moved by: J. Virdiramo                      Seconded by: S. Hunt*

*THAT the Board of Health approve the Five Year Strategic Plan for the Thunder Bay District Health Unit as presented by the consultant, Blackstone Partners, and discussed at the Regular Board of Health Meeting of April 17, 2007.*

CARRIED

## 9. Other Business

### 10.1 Meeting Time

With the agreement of the Board of Health, the start time of Board of Health Meetings was changed to 12:30 pm, effective May 2007.

*Moved by: L. Kloosterhuis                      Seconded by: S. Harasen*

*THAT the Board of Health approve that Board of Health Meetings start at 12:30 pm.*

CARRIED

**10. Adjournment**

The meeting was adjourned at 4:20 pm

**11. Date of Next Meeting: May 15, 2007**

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Chair, Board of Health

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Medical Officer of Health/CEO

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Recording Secretary