

THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH

DATE: APRIL 21, 2009

TIME: 12:30 P.M.

PLACE: BOARD ROOM

CHAIR: MR. J. VIRDIRAMO

BOARD MEMBERS PRESENT:

Ms. C. Bryson
Mr. T. Fox
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. N. Gale
Mr. S. Harasen

The Chair called the meeting to order at 12:30 p.m.

1. ATTENDANCE AND ANNOUNCEMENTS

The following regrets were acknowledged at the meeting:

- Norm Gale
- Steven Harasen

The following announcements were made at the meeting:

- Reminder to complete the Board Meeting Evaluation Form distributed with the agenda package

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. AGENDA APPROVAL

Resolution No.: 2009 – 49

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

THAT the Agenda for the Regular Board of Health Meeting to be held on April 21, 2009, be approved.

CARRIED

4. INFORMATION SESSIONS

4.01 Youth Development

Ms. J. Black, Director – Health Promotion introduced Ms. Jennifer McFarlane, Health Promotion Planner – Injury and Substance Abuse, who would be making a presentation to the Board.

Ms. J. McFarlane, Health Promotion Planner – Injury and Substance Abuse was in attendance and gave a Power Point presentation relative to the above noted and responded to questions.

4.02 2008 Audited Financial Statements

Report No. 27-2009 relative to recommending the approval of the draft 2008 Consolidated Financial Statements for the Thunder Bay District Health Unit.

Attachment #1 to Report No. 27-2009 - Copy of the 2008 Draft Audited Financial Statements was distributed separately with the agenda package.

Report to the Board of Health – Communication of Audit Strategy was distributed at the meeting.

Mr. D. Heath, CEO(A) and Ms. G. Daniels, Manager – Finance provided an overview of the 2008 Audited Financial Statements and responded to questions.

Ms. R. Brizi, Partner – Grant Thornton, the Board's Auditor, was in attendance to review the draft copies of the 2008 Audited Financial Statements with the Board.

4. INFORMATION SESSIONS (Continued)

4.01 2008 Audited Financial Statements (Continued)

Resolution No.: 2009 – 50

MOVED BY: Ms. E. Rutherford
SECONDED BY: Ms. S. Hunt

THAT with respect to Report No. 27 – 2009, the Consolidated Financial Statements of the Thunder Bay District Health Unit for the year ending December 31, 2008 be approved as presented.

CARRIED

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 held on March 24, 2009, to be approved.

Resolution No.: 2009 – 51

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

THAT the Minutes of the Thunder Bay District Board of Health Meetings held on March 24, 2009, be approved.

CARRIED

5.2 Executive Committee

The Minutes of the Executive Committee meetings held on March 24 and March 30, 2009, were presented for approval at an Executive Committee meeting held on April 21, 2009 and were presented and distributed 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 Medical Officer of Health Report

Report No. 32-2009 relative to providing an update to the Board from Dr. S. Graham, Acting Medical Officer of Health.

Dr. S. Graham, MOH (A), provided an overview of the report.

Resolution No.: 2009 – 52

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

THAT the Board of Health accept the Report of the Medical Officer of Health (A), as presented in Report No. 32-2009.

CARRIED

7. STANDING REPORTS

7.2 Divisional Reports

Memorandum from Senior Management, dated April 2009, providing additional information relative to their Directors' Reports.

7.2.1 Health Protection

Report No. 29-2009 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.

The Board members were advised that the week of May 11, 2009 is National Nurses Week and an invitation to join the TBDHU celebration would be forwarded.

7.2.2 Health Promotion

Report No.30-2009 relative to providing an update to the Board on the Health Promotion Department, for information.

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

7. STANDING REPORTS (Continued)

7.2 Divisional Reports (Continued)

7.2.2 Health Promotion (Continued)

MOVED BY: Ms. M. Harding
SECONDED BY: Mr. J. Masters

THAT we recommend that the Thunder Bay District Health Unit lobby the Ministry of Health Promotion to legislate the mandatory use of approved safety standard multi-impact helmets and safety equipment for children and youth, under the age of 18, when operating a skateboard or any other small wheeled device on public roadways and skateboard parks across the province;

AND THAT the resolution be forwarded to the Association of Local Public Health Agencies (ALPHA) for their support and action.

CARRIED

7.2.3 Business Administrative Officer,
Administrative Services and Acting CEO Report

Report No. 31-2009 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.

8. NEW BUSINESS

8.01 Balanced Score Card

Ms. J. Black, Director – Health Promotion gave a Power Point presentation providing a general overview of the Balanced Score Card.

8.02 Financial Stability Decision Making Framework

Report No. 26-2009 relative to recommending an approach consistent with the strategic plan with respect to decision making for 100% and self-sustaining funded programs.

Attachment #1 to Report No. 26-2009 – Financial Stability Decision Making Framework

8. NEW BUSINESS (Continued)

8.02 Financial Stability Decision Making Framework (Continued)

Resolution No.: 2009 – 53

MOVED BY: Ms. S. Pinner
SECONDED BY: Ms. L. Rydholm

THAT with respect to Report No. 26–2009, the Financial Stability Decision Making Framework be approved by the Board of Health;

AND THAT the sustainability of 100% and other Funded Programs be evaluated based on the Financial Stability Decision Making Framework in 2009;

AND THAT respective Budget Reports be presented to the Board of Health, as appropriate, and in accordance with these principles and existing policies and procedures.

CARRIED

8.03 Best Practices Spotlight Organization Initiative

Report No. 28-2009 relative to providing the Board of Health with the Proposal for the Best Practice Spotlight Organization Initiative through the Registered Nurses' Association of Ontario (RNAO).

Attachment #1 to Report No. 28-2009 – Initiative Budget Summary

Attachment #2 to Report No. 28-2009 – Summary of Full Time Equivalents

Resolution No.: 2009 – 54

MOVED BY: Mr. T. Fox
SECONDED BY: Ms. C. Gillies

THAT with respect to Report No. 28-2009, we recommend that:

1. the funding proposal from RNAO for the Best Practices Spotlight Organization be approved for the three year fiscal period beginning April 1, 2009; and
2. the budget be set at \$50,000 for 2009/2010 in accordance with Attachment #1; and
3. the staffing be set at 0.4 full time equivalents positions for the 2009/2010 fiscal period.

CARRIED

8. NEW BUSINESS (Continued)

8.04 Preschool Speech and Language Program Budget

Report No. 33-2009 relative to providing the Board of Health with the proposed Preschool Speech & Language Program Budget for 2009/10.

Attachment #1 to Report No. 33-2009 – Program Budget

Attachment #2 to Report No. 33-2009 – Full Time Equivalents

Resolution No.: 2009 – 55

MOVED BY: Ms. B. Metzler
SECONDED BY: Mr. E. Rutherford

THAT with respect to Report No. 33 – 2009, we recommend that:

1. the 2009/10 Preschool Speech and Language program budget be approved at \$859,121 for the fiscal period April 1, 2009 to March 31, 2010, for submission to the Ontario Ministry of Children and Youth Services;
2. the staffing be submitted at 9.05 full time equivalents to the Ontario Ministry of Children and Youth Services; and
3. the additional 1.50 FTE, funded through generated revenues, be approved, for a total of 10.55 FTE for the Health Unit.

CARRIED

Resolution No.: 2009 – 55 (A)

MOVED BY: Mr. J. Masters
SECONDED BY: Ms. M. Harding

WHEREAS Ontario's Poverty Reduction Plan (Government of Ontario, 2008) identified that The Best Start Plan is designed to help ensure that children are ready to learn by the time they start Grade One, and that the Plan includes provision of preschool speech and language services at neighbourhood Best Start hubs to increase access; and

WHEREAS speech and language skills are essential to a child's healthy development, ability to communicate, learning readiness, academic and literacy success; and

WHEREAS Preschool Speech and Language Services are directly linked to the Ontario Public Health Child Health Standard Requirements; and

8. NEW BUSINESS (Continued)

8.04 Preschool Speech and Language Program Budget (Continued)

WHEREAS the Ministry of Children and Youth Services' objectives for the Preschool Speech and Language (PSL) program are to identify and serve the estimated 10% of children in the preschool population with speech and language disorders; lower the average age of identification to 24 months; eliminate waiting lists; provide parents with direct access to the system; provide common speech and language assessment protocols; provide interventions appropriate for the age and needs of the child; and provide services as close to home as possible; and

WHEREAS Thunder Bay District Preschool Speech and Language program is currently identifying speech and language concerns at a rate of 8% and therefore is under-identifying; and

WHEREAS the average age of identification in Thunder Bay District is approximately 33 months, despite early identification efforts; and

WHEREAS children in the District of Thunder Bay are currently waiting an average of 26 weeks for their first intervention; and

WHEREAS the District of Thunder Bay has a high, growing urban aboriginal population and the local screening program refers almost 50% of aboriginal children screened, as compared to 22% of non-aboriginal children screened, for speech and language assessment; and

WHEREAS children living in the north are frequently excluded from access to speech and language services because of unique barriers such as transportation costs and remote locations; and

WHEREAS Preschool Speech and Language Services are funded by a variety of different funding sources and are offered by different agencies with varying accountabilities, resulting in duplication of infrastructures and uncoordinated services for children and their families;

WHEREAS 2009-2010 funding is not sufficient to even maintain current services and will require a reduction in staff serving the more remote areas of the Thunder Bay District;

BE IT THEREFORE RESOLVED THAT Thunder Bay District Health Unit urge the Ministry of Children and Youth Services' to increase the 2009/2010 funding for preschool speech and language programs to continue to deliver services at current levels at a minimum;

8. NEW BUSINESS (Continued)

8.04 Preschool Speech and Language Program Budget (Continued)

AND FURTHER THAT special consideration is given to communities that include a high urban aboriginal preschool population;

AND FURTHER THAT the Ministry of Children and Youth Services take a leadership role in reviewing the current funding structures for preschool speech and language services throughout the province of Ontario with a view to centralizing funding and increasing accountability;

AND THAT the resolution be forwarded to the Association of Local Public Health Agencies (ALPHA) for their support and action.

CARRIED

8.05 Infant Hearing Program Budget

Report No. 34-2009 relative to providing the Board of Health with the proposed 2009/10 Infant Hearing Program Budget, including the related one-time budget requests.

Attachment #1 to Report No. 34-2009 – Infant Hearing Program Budget (April 1, 2009 to March 31, 2010)

Attachment #2 to Report No. 34-2009 – Infant Hearing Full-Time Equivalents

Attachment #3 to Report No. 34-2009 – One Time Funding Request for Remote Assessment

Attachment #4 to Report No. 34-2009 – Remote Assessment Summary of Full-Time Equivalents

Resolution No.: 2009 – 56

MOVED BY: Ms. M. Harding
SECONDED BY: Ms. B. Metzler

THAT with respect to Report No. 34 – 2009, it is recommended that:

1. the Infant Hearing Program budget be approved at \$136,982 for the fiscal period April 1, 2009 to March 31, 2010, for submission to the Ontario Ministry of Children and Youth Services;
2. the staffing for the Infant Hearing Program be set at 1.8 full time equivalents;

8. NEW BUSINESS (Continued)

8.05 Infant Hearing Program Budget (Continued)

3. the application of one-time Remote Assessment funding for \$98,570 for the fiscal period April 1, 2009 to March 31, 2010 be approved for submission to Ontario Ministry of Children and Youth Services;
4. the staffing for the Remote Assessment Program be set at 1.20 full time equivalents; and
5. the requests for one-time operating funds (ASL, Equipment and Training) totaling \$7,250 be approved for submission to the Ontario Ministry of Children and Youth Services.

CARRIED

8.06 Blind-Low Vision Program Budget

Report No. 35-2009 relative to providing the Board of Health with the proposed 2009/10 Blind Low Vision Program Budget.

Attachment #1 to Report No. 35-2009 – Program Budget

Attachment #2 to Report No. 35-2009 – Summary of Full-Time Equivalents

Resolution No.: 2009 – 57

MOVED BY: Ms. C. Gillies
SECONDED BY: Ms. M. Harding

THAT with respect to Report No. 35 – 2009, we recommend that:

1. the Blind Low Vision program budget for the April 1, 2009 to March 31, 2010 fiscal period be approved at \$60,060, for submission to the Ontario Ministry of Children and Youth Services; and
2. the staffing be set at 0.15 full time equivalents.

CARRIED

8. NEW BUSINESS (Continued)

8.06 Blind-Low Vision Program Budget (Continued)

Resolution No.: 2009 – 57(A)

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

THAT we recommend that the Chair of the Board of Health for the Thunder Bay District send a letter on behalf of the Board to the Minister of Children and Youth Services stating that the funding for the program is insufficient.

CARRIED

8.07 2008 Legal Expense Report

Issue Report No. 36-2009 relative to providing the Board of Health with information regarding legal fees incurred in 2008, for information.

8.08 In-Camera Session

Resolution No.: 2009 – 58

MOVED BY: Ms. C. Gillies
SECONDED BY: Ms. M. Harding

THAT the Board of Health Executive Committee move into a Closed Session Meeting to receive information relative to a personal matter about an identifiable individuals.

CARRIED

At 3:20 p.m. the Board went into Closed Session.

Dr. S. Graham, Medical Officer of Health (A), Mr. K. Allan, Director – Health Protection and Ms. J. Black, Director – Health Promotion and Ms. B. Moro, Secretary to the Board left the meeting room.

At 3:45 p.m. the Board reverted back to open session.

Ms. B. Moro returned to the meeting room.

9.0 OTHER BUSINESS

9.01 Secondment Agreement

Report No. 24-2009 relative to the Ministry of Health and Long Term Care's request to amend Dr. David William's secondment agreement.

Resolution No.: 2009 – 60

MOVED BY: Ms. S. Hunt
SECONDED BY: Mr. E. Rutherford

THAT with respect to Report No. 24-2009 we recommend that the Board of Health enter into a Secondment Agreement between the Ministry of Health and Long Term Care and Dr. David Williams for the period of January 1, 2009 to September 5, 2011.

CARRIED

10. NEXT MEETING

The next meeting will be held on Tuesday, May 19, 2009.

11. ADJOURNMENT

Resolution No.: 2009 – 61

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

THAT the Board of Health meeting held on April 21, 2009 be adjourned at 3:48 p.m.

CARRIED

Chair, Board of Health

Medical Officer of Health/CEO

Recording Secretary