

THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH EXECUTIVE COMMITTEE

DATE: MARCH 10, 2011

TIME: 10:00 A.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. L. Niskanen, Manager – Human Resources
Ms. B. Moro, Executive Assistant to the MOH
and CEO and Secretary to the Board of
Health

CALL TO ORDER

The Chair called the meeting to order at 10:08 a.m.

1. DECLARATIONS OF INTEREST

There were no declarations of pecuniary interest.

2. AGENDA APPROVAL

Resolution No.: 24 - 2011

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

THAT the Agenda for the Executive Committee Meeting to be held on March 10, 2011, be approved, as amended.

CARRIED

3. MINUTES OF PREVIOUS MEETINGS

The Minutes of the Board of Health Executive Committee Meetings (Regular and Closed Session) held on February 14, 2011, to be approved.

Resolution No.: 25 - 2011

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

THAT the Minutes of the Board of Health Executive Committee Meeting (Regular and Closed Session) held on February 14, 2011, be approved.

CARRIED

4. NEW BUSINESS

4.1 MOH Recruitment Process

Report No. 26-2011 (Administrative Services) relative to recommending a recruitment strategy for the replacement of the Medical Officer of Health position was distributed at the meeting for information.

A copy of the following attachments relative to Report No. 26-2011 were also distributed at the meeting:

- Attachment A - Ad-Hock Recruitment Committee Terms of Reference
- Attachment B - Medical officer of Health Position Description/Ideal Candidate and MOH Search Ideal Profile
- Attachment C - Medical Officer of Health Job Advertisement
- Attachment D - External Marketing Locations and Timelines for Advertising
- Attachment E - Budget

Mr. D. Heath, Chief Executive Officer provided an overview relative to the above noted report and responded to questions.

It was the consensus of the Committee that Administration will proceed as directed.

4. NEW BUSINESS (Continued)

4.2 Closed Session Meeting

Resolution No.: 26 - 2011

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

THAT the Executive Committee move into a Closed Session Meeting in order to receive information relative to an identifiable individual and security of the property of the board.

CARRIED

At 11:12 a.m. the Executive Committee moved into Closed Session.

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

At 11:26 a.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 Tuesday, March 15, 2011 at 11:30 a.m.

7. ADJOURNMENT

Resolution No.: 28 - 2011

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

THAT the Executive Committee meeting held on March 10, 2011, be adjourned at 11:25 a.m.

CARRIED