

THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH

DATE: APRIL 15, 2008

TIME: 12:30 P.M.

ADJOURNMENT: 2:14 p.m.

PLACE: BOARD ROOM

CHAIR: MR. J. VIRDIRAMO

BOARD MEMBERS PRESENT:

Ms. C. Bryson
Mr. T. Fox
Mr. N. Gale
Ms. C. Gillies
Mr. S. Harasen
Ms. M. Harding
Ms. L. Kloosterhuis
Mr. J. MacEachern
Mr. J. Masters
Mr. E. Rutherford
Ms. L. Tolmonen
Mr. J. Virdiramo

ADMINISTRATION PRESENT:

Dr. N. Cameron, Medical Officer of Health/CEO
Dr. E. Alvarez, Associate Medical Officer of Health
Mr. K. Allan, Director, Health Protection and Clinical Services
Ms. J. Black, Director, Health Promotion & Chronic Disease Prevention
Mr. D. Heath, Business Administrative Officer and Director – Administrative Services
Ms. B. Moro, Executive Assistant to the Medical Officer of Health/CEO and Secretary to the Board

REGRETS:

Ms. S. Hunt
Ms. B. Metzler

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

1. ATTENDANCE AND ANNOUNCEMENTS

The Chair acknowledged the following regrets:

- Ms. B. Metzler
- Ms. S. Hunt

The following announcements were made at the meeting:

- Reminder of the alPHa Conference to be held on June 8 to 10, 2008 in Alliston, Ontario

2. DECLARATIONS OF INTEREST

There were no disclosures of interest.

3. AGENDA APPROVAL

Resolution No. 2008-34

MOVED BY: Ms. C. Gillies
SECONDED BY: Ms. L. Kloosterhuis

THAT the Agenda for the Regular Board of Health Meeting to be held on April 15, 2008, be approved.

CARRIED

4. INFORMATION SESSION

4.01 Family Health / Environmental Health

Ms. L. Soramaki, Public Health Nurse and Ms. K. McGibbon, Public Health Dietician with Healthy Families gave a PowerPoint presentation on the emerging work at the Thunder Bay District Health Unit in the area of Child Environmental Health and responded to questions.

5. MINUTES OF THE PREVIOUS MEETINGS

5.01 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Meetings (Regular Session) held on March 18, 2008, to be approved.

Resolution No. 2008-35

MOVED BY: Ms. C. Bryson
SECONDED BY: Mr. E. Rutherford

THAT the Minutes of the Thunder Bay District Board of Health Meetings (Regular Session) held on March 18, 2008, be approved.

CARRIED

6. MATTERS ARISING FROM THE MINUTES

6.01 Audit Committee Role

Issue Report No. 27-2008 providing recommendations to assist the Board of Health determine the appropriateness of creating an Audit Committee, as requested at the March 18, 2008 Board of Health Meeting.

Mr. D. Heath, Director – Administrative Services provided an overview of the report and responded to questions.

Resolution No.: 2008-36

The resolution was withdrawn.

7. STANDING REPORTS

7.01 Divisional Reports

7.1.1 Health Protection

Report No. 23-2008 relative to providing an update to the Board on the Health Protection Department, for information.

Mr. K. Allan, Director – Health Protection provided an overview of the report and responded to questions.

7.1.2 Health Promotion

Report No. 24-2008 relative to providing an update to the Board on the Health Promotion Department, for information.

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

Ms. M. Harding raised a concern relative to the funding from DSSAB for a language enrichment program for child care programs in the City and District of Thunder Bay. Mr. J. Virdiramo will bring this concern back to the District Social Services Administration Board for a response and discuss with Ms. Harding.

7.1.3 Business Administrative Officer Report

Report No. 25-2008 relative to providing an update to the Board on the Business Administrative Services Department, for information.

Mr. D. Heath, Director – Business Administrative Officer provided an overview of the report and responded to questions.

7. STANDING REPORTS (Continued)

7.1.3 Business Administrative Officer Report (Continued)

At the request of the Board, the Business Administrative Officer will investigate the feasibility of posting a staff list and contact numbers on the website and bring a report back to the Board in June or July, 2008.

7.02 Medical Officer of Health Report

Report No. 26-2008 relative to providing an update to the Board from Dr. N. Cameron, Medical Officer of Health.

Resolution No.: 2008-37

MOVED BY: Ms. M. Harding
SECONDED BY: Ms. L. Kloosterhuis

THAT the Board of Health accept the Report of the Medical Officer of Health, as presented in Report No. 26-2008.

CARRIED

8. NEW BUSINESS

8.01 2007 Legal Expense Report

Issue Report No. 28-2008 relative to providing the Board of Health with information regarding legal fees incurred in 2008, for information.

Mr. D. Heath, Director – Business Administrative Officer provided an overview of the report and responded to questions.

As the legal fees have never been tendered, Dr. N. Cameron suggested that the Board should consider a tendering process.

8.02 2007 Audited Financial Statements

Draft copies of the 2007 Audited Financial Statements were distributed separately in the agenda package.

The Board Members were introduced to Ms. R. Brizi, Partner – Grant Thornton, the Board's Auditor.

Report to the Board of Health – Communication of Audit Results, dated December 31, 2007 was distributed to Members of the Board at the meeting. Ms. R. Brizi, provided an overview of the above noted report and advised what was required prior to the financial statements being finalized.

8. NEW BUSINESS (Continued)

8.02 2007 Audited Financial Statements (Continued)

Mr. D. Heath, Director – Administrative Services provided an overview of the 2007 Financial Statements and responded to questions.

Resolution No.: 2008-38

MOVED BY: Mr. S. Harasen
SECONDED BY: Ms. L. Tolmonen

THAT the Board of Health approve the Audited Financial Statements of the Thunder Bay District Health Unit for the year ending December 31, 2007, as presented at the Regular Board of Health Meeting of April 15, 2008 including the changes recommended by Management to adjust the mandatory core revenue, the reserve funds due to the Province of Ontario Balances.

CARRIED

9. OTHER BUSINESS

9.01 Nursing Week

The Executive Assistant was advised to email the members of the Board of the upcoming events for Nursing Week May 12 to 16, 2008.

9.02 Dog Bites

Mr. K. Allan, Director – Health Protection responded to questions relative to the number of dog bites in the District.

10. NEXT MEETING

The next meeting will be held on Tuesday, May 20, 2008 at 12:30 p.m.

Chair, Board of Health

Medical Officer of Health/CEO

Recording Secretary