

**THUNDER BAY DISTRICT HEALTH UNIT**

**BOARD OF HEALTH MEETING**

**November 15, 2005**

**1:30 pm – BOARDROOM**

**MINUTES**

**Board Members Present:**

C. Bryson, Chair  
I. Angus  
D. Bell  
R. Buitenhuis  
V. Catalan  
N. Gale  
G. Garbutt  
M. Harding  
G. Nelson  
C. Teichroeb  
J. Virdiramo

**Regrets:**

L. Kloosterhuis  
C. Trottier

**Administration Present:**

Dr. P. Sutcliffe, A/Medical Officer of Health  
D. Heath, A/Chief Executive Officer, & Business Administrative Officer  
K. Allan, Director, Health Protection and Clinical Services  
G. Daniels, A/Business Administrative Officer  
E. DePeuter, A/Director, Health Promotion & Chronic Disease Prevention

**1. Meeting Called to Order – 1:30 pm**

**2. Attendance and Announcements**

- √ Regrets were received from L. Kloosterhuis and C. Trottier.
- √ The Capacity Review Committee (CRC) Board of Health Focus Group Meeting is scheduled for November 25. Participants are M. Harding, G. Garbutt and I. Angus.
- √ C. Bryson, M. Harding and J. Virdiramo will attend the joint ALPHA/OPHA Conference on November 22-23, and will provide a report at the December Board Meeting.
- √ Board members were reminded to RSVP to B. McClain by December 6 regarding the Christmas Dinner.
- √ Board Members were invited to contribute to a Board of Health raffle item for the Annual Staff Fundraising Christmas Raffle for those in need.

**3. Declarations of Interest**

There were none declared.

**4. Agenda Approval**

The agenda was approved with the addition of Item 8.4, "In-camera Session".

*Moved by: G. Nelson*

*Seconded by: J. Virdiramo*

*THAT the Agenda for the Regular Board of Health Meeting of November 15, 2005 be approved, as amended.*

*CARRIED*

**5. Presentation**

Dr. P. Sutcliffe commented on the November 2005 OMA Report, "Guarding the Health of Citizens: The Crucial Role of the Medical Officer of Health", noting that the Thunder Bay District Board of Health has been diligent in its recruitment efforts and in its appointment of an Acting Medical Officer of Health.

Lori G. Chow, a member of the Capacity Review Committee (CRC), reviewed a slide presentation of the key issues from the Interim Report of the CRC. Members' questions were addressed.

**6. Minutes**

6.1 Minutes of October 18, 2005

*Moved by: J. Virdiramo*

*Seconded by: G. Nelson*

*THAT the Minutes of the Regular Board of Health Meeting of October 18, 2005 be approved.*

*CARRIED*

**7. Matters Arising from the Minutes**

**8. Standing Reports**

8.1 Divisional Reports

8.1.1 Health Protection and Clinical Services

Ken Allan, Director of Health Protection and Clinical Services, invited questions on the monthly report. It was noted that additional

information would be forthcoming during the budget presentation. In response to a query, he advised that arrangements to accommodate attendees at next year's flu clinics will be researched to avoid similar concerns as encountered this year due to the high volume. Client numbers are down in the Sexual Health Clinic due to the use of scheduled appointment times rather than drop-in service; scheduling alternatives will be considered in order to improve the number of clients seen. In response to a question, Dr. Sutcliffe provided information on public health funding and services for Aboriginal citizens.

#### 8.1.2 Health Promotion and Chronic Disease Prevention

Ena DePeuter, A/Director, invited questions on the Divisional report, noting that additional information would be presented during the budget report. In response to a query by a Board Member about Resolution No. 05-108, the commercial use of tanning beds by minors, the Board was advised that Divisional staff are following up on the distribution of tanning coupons by some schools, in order to encourage support of the resolution by the District school boards and their schools.

#### 8.2 A/Chief Executive Officer

Doug Heath, A/CEO, provided a status report on the recruitment of a Medical Officer of Health. The provincial funding, and the health unit's proposed budget implementation strategy was outlined. A strategic planning session of the Board of Health was advised to ensure that future priorities are identified as related to Operation Health Protection. With the agreement of Board Members, a session will be scheduled by Administration for late February/ early March of 2006.

*Moved by: G. Nelson*

*Seconded by: J. Virdiramo*

*THAT the Board of Health accept the report of the A/Chief Executive Officer as presented in Report No. 57-05.*

*CARRIED*

#### 8.3 A/Business Administrative Officer Report

Georgina Daniels, A/Business Administrative Officer, reviewed the Interim Financial Reports, for the quarter ending September 30, 2005. In response to a question, it was noted that the projected unfavourable year-end Land Development Program variance was reduced from approximately \$40,000 to approximately \$1,600. Phase I of the capital project to address Health & Safety issues began the week of November 7, following approval of the Tender by Executive Committee. Phase II will begin following the approval of the tender on December 1. Phase III will begin in the Spring of 2006.

#### 8.4 In-camera Session

*Moved by I. Angus*

*Seconded by: G. Nelson*

*THAT the Board of Health move to in-camera discussion regarding a Labour Relations matter.*

**CARRIED**

In-camera items were dealt with in their entirety.

*Moved by: G. Nelson*

*Seconded by: G. Garbutt*

*THAT the Board of Health move out of in-camera discussion to resume regular business.*

**CARRIED**

### **9. New Business**

#### 9.1 2006 Budget

Georgina Daniels, A/Business Administrative Officer, and Manager of Finance, presented an overview of the 2006 Budget. Divisional Directors presented their respective budgets and 2006 priorities. It was noted that the provincial funding ratio is changing in order to increase capacity in public health without incurring an increase in cost to the municipalities. Board Members' questions were addressed.

*Moved by: G. Garbutt*

*Seconded by: M. Harding*

*THAT the Board of Health approve, as outlined in Report No. 55-05,*

- 1. the 2006 Mandatory Core Program budget at a level of \$12,456,411, for submission to the Ministry of Health and Long-Term Care;*
- 2. the Municipal Levies be at a level consistent with the 2005 budget of \$3,942,401;*
- 3. any surplus resulting at year end be designated as funding for the Reserve Fund for Capital Expenditures;*
- 4. the A/Chief Executive Officer and A/Business Administrative Officer be authorized to arrange appropriate financing for the funding of the Capital Program.*

**CARRIED**

## 9.2 Annual Meeting Date

As required by legislation, the date of the Annual Meeting was scheduled to occur before February 1, 2006. The Annual Meeting will begin at 1:30 pm on Tuesday, January 17, 2006, and the Regular Board of Health Meeting at 2:00 pm.

*Moved by: R. Buitenhuis*

*Seconded by: G. Garbutt*

*THAT the Annual Meeting of the Board of Health be held on Tuesday, January 17, 2006.*

*CARRIED*

## **10. Other Business**

## **11. Adjournment**

The meeting was adjourned at 3:34 pm.

## **12. Date of Next Meeting: December 14, 2005**