



BOARD OF HEALTH MEETING

DATE OF MEETING: JANUARY 17, 2012
TIME OF MEETING: IMMEDIATELY FOLLOWING ANNUAL MEETING
PLACE OF MEETING: BOARD ROOM
CHAIR: TO BE DETERMINED AT ANNUAL MEETING

CALL TO ORDER

1. **ATTENDANCE AND ANNOUNCEMENTS**
2. **DECLARATIONS OF PECUNIARY INTEREST**
3. **AGENDA APPROVAL**

RES 1 THAT the Agenda for the Regular Board of Health Meeting to be held on January 17, 2012, be approved. Chair

4. **INFORMATION SESSION**

There is no Information Session at this meeting.

5. **MINUTES OF THE PREVIOUS MEETINGS**

5.1 Thunder Bay District Board of Health Chair

The Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on December 13, 2011, to be approved. **(Pages 7 - 15)**

RES 2 THAT the Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on December 13, 2011, be approved.

5. MINUTES OF THE PREVIOUS MEETINGS (Continued)

5.2 Executive Committee Meeting

The Minutes of the following Executive Committee Meeting minutes will be presented at an Executive Committee on January 17, 2012 and will be presented to the Board of Health at the meeting for information:

- November 15, 2011
- December 19, 2011 (Regular and Closed Session)

6. MATTERS ARISING FROM PREVIOUS MINUTES

7. DECISIONS OF THE BOARD

A presentation will be given by Ms. G. Daniels, Manager – Finance & Strategic Quality Initiatives on Reports 09-2012 - Accountability Agreement Performance Indicators and Report No. 10-2012 - Quality Policy and Continuous Quality Improvement Update, jointly.

7.1 Accountability Agreement Performance Indicators

D. Heath

Report No. 09-2012 (Finance) relative to providing the Baseline Indicators, and the 2012 and 2013 Performance Targets for certain Performance Indicators identified by the Province in accordance with the Public Health Accountability Agreements. **(Pages 16 – 18)**

Attachment 1 – Performance Indicator Targets – Health Protection **(Distributed Separately)**

Attachment 2 – Performance Indicator Targets – Health Promotion **(Page 19)**

RES 3

THAT with respect to Report No. 09 – 2012 (Finance), we recommend that the Health Protection Baseline Indicators and the Board of Health Proposed Targets be accepted as presented;

AND THAT with the exception of the Low-Risk Drinking Guideline information, the Health Promotion Baseline Indicator and Proposed Targets be accepted as presented;

AND THAT the Baseline and Proposed Target for the Low-Risk Drinking Guidelines be provided to the Board of Health for approval upon receipt from the Province;

AND THAT the Board Chair and the Chief Executive Officer be authorized to complete any administrative requirements of the Public Health Accountability Agreement Performance Indicators submission process, as required.

7. DECISIONS OF THE BOARD (Continued)7.2 Quality Policy and Continuous Quality Improvement Update D. Heath

Report No. 10-2012 (Finance) To recommend a Board of Health Quality Management System Policy, and to provide an update on the Continuous Quality Improvement Initiative of the Thunder Bay District Health Unit (TBDHU). **(Page 20 – 22)**

Attachment 1 – Policy No. BH-02-11 – Quality Management System Policy **(Pages 23 – 26)**

RES 4

THAT with respect to Report No. 10 – 2012 (Finance), we recommend that the Quality Management System Policy, BH-02-11, dated January 17, 2012, be approved as presented; and

AND THAT any administrative practices be implemented or amended to ensure compliance with this policy.

7.3 HIV Anonymous Testing Program Budget D. Heath

Report No. 07-2012 (Sexual Health and Clinical Services) relative to providing the Board of Health with the proposed HIV Anonymous Testing Program Budget from the AIDS Bureau of the Ministry of Health and Long-Term Care. **(Pages 27 – 30)**

RES 5

THAT with respect to Report No. 07 - 2012 (Sexual Health and Clinical Programs), we recommend that:

- The application of HIV Anonymous Testing Program Budget of \$58,471 be approved for submission to the Ministry of Health and Long-Term Care;
- AND THAT the Chief Executive Officer and Manager of Finance & Strategic Quality Initiatives be authorized to complete any administrative requirements of the respective budget submission processes, as required.

7.4 Approval of Board of Health Expenses D. Heath

Report No. 08-2012 (Finance) relative to authorizing the Chief Executive Officer to approve certain monthly meeting expenses on behalf of the Board of Health. **(Pages 31 – 32)**

RES 6

THAT with respect to Report No. 8 - 2012 (Finance), we recommend that the Chief Executive Officer, or designate, be authorized to approve recurring meeting expenses on behalf of the Board of Health, up to \$500.00 per single transaction;

7. DECISIONS OF THE BOARD (Continued)7.4 Approval of Board of Health Expenses (Continued)

AND THAT a Report be provided to the Board of Health on an annual basis identifying those expenses administratively approved by the Chief Executive Officer, in conjunction with year end reporting, beginning in 2012.

7.5 Board of Health Approval for Upcoming Conferences

D. Heath

Memorandum from Mr. D. Heath, Chief Executive Officer, dated January 4, 2012, containing a resolution relative to the above noted. **(Pages 33)**

RES 7

THAT Ms. Maria Harding, Ms. Beatrice Metzler and Mr. Joe Virdiramo be authorized to attend aPHa's Winter Symposium to be held in Toronto, Ontario on February 8 and 9, 2012;

AND THAT all expenses be paid in accordance to Policy No. BH-02-04 - Board Members' Reimbursement.

8. STANDING REPORTS8.1 Medical Officer of Health Report

Dr. D. Williams

Report No. 3-2012 (Medical Officer of Health) relative to providing an update to the Board from Dr. D. Williams, Medical Officer of Health, for information. **(Pages 34 - 36)**

Attachment 1 – Letter addressed to Dr. Vivek Goel, President and CEO – Ontario Agency for Health Protection and Promotion, dated June 27, 2011 from Mr. D. Heath, Chief Executive Officer – TBDHU **(Page 37)**

Attachment 2 – Letter addressed to Ms. Mary Lou Daniels, Privacy Officer – Ontario Agency for Health Protection and Promotion, dated August 31, 2011 from the Information and Privacy Commissioner of Ontario **(Pages 38 - 42)**

8.2 Health Promotion

K. Ranta

Report No. 5-2012 (Health Promotion) relative to providing an update to the Board on the Health Promotion Department, for information. **(Pages 43 - 44)**

Attachment 1 – Thunder Bay Regional Health Sciences Centre Strategic Plan 2015 (pages 16-17, 20-21) **(Distributed Separately)**

8. STANDING REPORTS (Continued)

8.3 Health Protection

K. Allan

Report No. 4-2012 (Health Protection) relative to providing an overview to the Board of Health, relative to the above noted, for information. **(Pages 45 - 47)**

8.4 Chief Executive Officer and Administrative Services

D. Heath

Report No. 6-2012 (Chief Executive Officer) relative to providing an update to the Board on the Business Administrative Services Department and CEO's Office, for information. **(Pages 48 - 49)**

9. NEW BUSINESS

9.1 Cost of Eating Report for the Thunder Bay District 2011

K. Ranta

Report No. 11-2011 (Healthy Living) relative to providing the results of the annual Nutritious Food Basket (NFB) survey conducted in the District of Thunder in May, 2011 which were reported in the Cost of Eating Report 2011, for information. **(Pages 50 – 51)**

Attachment 1 - Cost of Eating Well in the District of Thunder Bay 2011 Report **(Distributed Separately)**

10. OTHER BUSINESS

11. NEXT MEETING

To be determined at Annual Meeting.

12. ADJOURNMENT

RES 8

 THAT the Board of Health meeting held on January 17, 2012 be adjourned at _____ p.m.

Information

(Copy Provided in the Agenda Package)

- Evaluation Results of the December 13, 2011 Board of Directors Meeting

General Correspondence

(Copy Provided in the Agenda Package – Board of Health Members Only)

- Evaluation Form – Board of Directors Meeting (Blue Copy)
- Memorandum from Mr. D. Heath, Chief Executive Officer, dated December 19, 2011, attaching a copy of “What Your Levy Buy\$.”

Resolution Correspondence

(Not Attached – Available at the Meeting)

Correspondence from the North Bay Parry Sound District Health Unit, dated December 6, 2011, relative to Tobacco Control.