

## THUNDER BAY DISTRICT HEALTH UNIT

**MINUTES OF MEETING: BOARD OF HEALTH**

**DATE:** FEBRUARY 15, 2011

**TIME:** 1:00 P.M.

**PLACE:** BOARD ROOM

**CHAIR:** MS. MARIA HARDING

**BOARD MEMBERS PRESENT:**

Ms. C. Bryson  
Mr. J. Daiter  
Mr. T. Fox  
Mr. N. Gale  
Ms. G. Garbutt  
Ms. C. Gillies  
Ms. M. Harding  
Mr. B. Kamphof  
Mr. J. MacEachern  
Mr. J. Masters  
Ms. B. Metzler  
Ms. D. Robinson  
Mr. A. Ruberto  
Mr. J. Virdiramo

**ADMINISTRATION PRESENT:**

Mr. D. Heath, Chief Executive Officer  
Mr. K. Allan, Director – Health Protection  
Mr. K. Ranta, Director – Health Promotion  
Mr. C. Beveridge, Manager – Environmental Health  
Ms. E. DePeuter, Manager – Healthy Living  
Ms. P. Hajdu, Community Drug Strategy Coordinator  
Ms. C. Schwartz-Mendez - Nutritionist  
Ms. B. Moro, Executive Assistant to the Medical Officer of Health and Chief Executive Officer and Secretary to the Board of Health

**REGRETS:**

Dr. H. Kurban, Medical Officer of Health (A)

**REGRETS:**

Mr. R. Buitenhuis

**The Chair called the meeting to order at 1:00 p.m.**

**1. ATTENDANCE AND ANNOUNCEMENTS**

The Chair announced the regrets of Mr. R. Buitenhuis and Dr. H. Kurban, Medical Officer of Health (A) at the meeting.

**2. DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

### 3. AGENDA APPROVAL

The following items were added to the agenda:

- Executive Committee Minutes from November 16, 2010, for information
- Report No. 16-2011 - Bed Bug Support Fund – One Time 100% Funding
- Overview of the Association of Local Public Health Agencies Mid- Winter Meeting, for information

Resolution No.: 16 - 2011

MOVED BY: Mr. A. Ruberto  
SECONDED BY: Mr. J. MacEachern

THAT the Agenda for the Regular Board of Health Meeting to be held on February 15, 2011, be approved, as amended.

CARRIED

### 4. INFORMATION SESSION

#### 4.1 Food Safety Program

Report No. 15-2011 relative to providing information to the Board of Health on the Food Safety Program.

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

Mr. C. Beveridge, Manager – Environmental Health appeared before the Board and responded to questions.

Ms. C. Schwartz-Mendez, Nutritionist appeared before the Board responded to questions.

#### 4.2 Community Drug Strategy

A copy of the Roadmap for change – Towards a Safe and Health Community Report, dated January 2011 was distributed at the meeting.

Ms. P. Hajdu, Community Drug Strategy Coordinator and Ms. R. Johnson, Chair of the Drug Strategy Committee were in attendance to give a presentation to the Board of Health and respond to questions.

**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 (Annual and Regular Session) held on January 18, 2011, to be approved.

Resolution No.: 17 - 2011

MOVED BY: Mr. J. MacEachern  
SECONDED BY: Mr. A. Ruberto

THAT the Minutes of the Thunder Bay District Board of Health Meetings (Annual and Regular Session) held on January 18, 2011, be approved.

CARRIED

5.2 Executive Committee Minutes

The Minutes of the Thunder Bay District Board of Health Executive Committee Meetings (Regular and Closed Session) held on November 26, 2010, were approved at the Executive Committee meeting held on February 14, 2010 and were distributed to the Board Members at the meeting, for information.

**6. MATTERS ARISING FROM PREVIOUS MINUTES**

There are no matters arising from the previous minutes.

**7. DECISIONS OF THE BOARD**

7.1 Contract Award for Medical  
Microbiological Consulting Services

Report No. 10-2011 (Finance) relative to the awarding of a contract to provide Medical Microbiological Consulting Services to the Thunder Bay District Health Unit.

Resolution No.: 18 - 2011

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

THAT with respect to Report No. 10-2011 (Finance), we recommend the contract for Medical Microbiological Consulting Services be awarded to Germ Diagnostics for 2011 for \$28,515.00;

**7. DECISIONS OF THE BOARD**

7.1 Contract Award for Medical Microbiological Consulting Services (Continued)

AND THAT the Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the Medical Microbiological Consulting Services award as required.

CARRIED

7.2 Needle Exchange Program One-Time Funding Budget

Report No. 14-2011 (Sexual Health and Clinical Services) relative to providing the Board of Health with the proposed one-time 100% funding opportunity from the Ministry of Health and Long-Term Care for the 2011 Needle Exchange Program Budget.

Resolution No.: 19 - 2011

MOVED BY: Ms. G. Garbutt  
SECONDED BY: Ms. C. Gillies

THAT with respect to Report No. 14 – 2011 (Sexual Health and Clinical Services), we recommend that the application of Needle Exchange Program one-time 100% funding for \$67,230.74 be approved for submission to the Ministry of Health and Long-Term Care;

AND THAT the Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required.

CARRIED

7.3 Nutritious Food Basket

Report No. 11-2011 (Healthy Living) relative to supporting the Government of Ontario's Social Assistance Review Advisory Council.

Attachment C - Cost of Eating Well in the District of Thunder Bay 2010 Report was distributed separately with the agenda package.

Resolution No.: 20 - 2011

MOVED BY: Mr. T. Fox  
SECONDED BY: Ms. G. Garbutt

THAT with respect to Report No. 11– 2011 (Healthy Living), we recommend that a letter be sent to the Government of Ontario to:

- support the Government's decision to constitute the Social Assistance Review Advisory Council (SARAC);

7. **DECISIONS OF THE BOARD** (Continued)

7.3 Nutritious Food Basket (Continued)

- support in principle the broad directions and process proposed by the Social Assistance Review Advisory Council (SARAC) for a comprehensive and timely review of Ontario's income security system, as outlined in their first report of May, 2010;
- urge the Government to consult with the health units in Northern Ontario as an order of government, as well as key stakeholders in the social service sector, through the process established to review Ontario's income security system and to complete this review as soon as possible;

AND THAT a copy of this letter be sent to the Provincial Minister of Health and Long-Term Care and the Minister of Health Promotion and Sport, local Members of Provincial and Federal Parliament, the Chief Medical Officer of Health, the Association of Local Public Health Agencies (alPHa), the Ontario Public Health Association (OPHA), all Ontario Boards of Health and member municipalities, and the North West Local Health Integration Network (NW LHIN) for their support and action.

CARRIED

7.4 Bed Bug Support Fund – One Time 100% Funding

Report No. 16-2011 (Environmental Health) relative to providing the Board of Health with the proposed one-time funding opportunity from the Ministry of Health and Long-Term Care for the Health Hazard Program Budget was placed on the desks.

Resolution No.: 20(A) - 2011

MOVED BY: Mr. B. Kamphof  
SECONDED BY: Mr. T. Fox

THAT with respect to Report No. 16–2011 (Environmental Health), we recommend that the Bed Bug One-Time 100% Funding proposal be approved at \$18,500, for submission to the Ministry of Health and Long-Term Care;

AND THAT the Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required.

CARRIED

**8. STANDING REPORTS**

8.1 Medical Officer of Health (A) Report

Report No. 13-2011 relative to providing an overview to the Board from Dr. H. Kurban, Medical Officer of Health (A).

8.2 Chief Executive Officer Report

Report No. 12-2011 relative to providing an overview to the Board on the Business Administrative Services Department and CEO's Office, for information.

Mr. D. Heath, Chief Executive Officer appeared before the Board, provided an overview of his report and responded to questions.

The Board of Health was provided a copy of the Notice of Pubic Health Levy letters mailed to their respective Municipal Clerks in December 2010.

**9. NEW BUSINESS**

9.1 Report on the Association of Local  
Public Health Agencies Mid- Winter Meeting

A report from Ms. Beatrice Metzler, Board Member, relative to the above noted conference held in Toronto on February 10 and 11, 2011 was placed on the desks.

Ms. B. Metzler provided an overview of her report and responded to questions.

9.2 Closed Session Meeting

Resolution No.: 21 - 2011

MOVED BY: Mr. B. Kamphof  
SECONDED BY: Mr. T. Fox

THAT the Board of Health move into a closed session meeting to receive information relative to the security of the property of the board and an identifiable individual.

CARRIED

At 2:46 p.m. the Board of Health moved into closed session.

Mr. K. Allan, Director – Health Protection, Mr. K. Ranta, Director – Health Promotion and Ms. B. Moro, Executive Assistant left the meeting room.

At 3:43 p.m. the Board of Health reverted back to open session.

**10. OTHER BUSINESS**

10.1 Resignation – Medical Officer of Health

Resolution No.: 22(A) - 2011

MOVED BY: Mr. J. Virdiramo  
SECONDED BY: Mr. B. Kamphof

THAT the Board of Health accepts the notice of resignation tendered by Dr. Henry Kurban, with regret, effective July 1, 2011.

CARRIED

Resolution No.: 22(B) - 2011

MOVED BY: Ms. B. Metzler  
SECONDED BY: Mr. T. Fox

THAT the Board of Health recommends that the Executive Committee act as the Ad-Hoc Recruitment and Hiring Committee for the purposes of recruiting for the position of Medical Officer of Health.

CARRIED

**11. NEXT MEETING**

The next Board of Health meeting has been scheduled for Tuesday, March 15, 2011.

**12. ADJOURNMENT**

Resolution No.: 23 - 2011

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

THAT the Board of Health meeting held on February 15, 2011 be adjourned at 3:55 p.m.

CARRIED

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Chair, Board of Health

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Chief Executive Officer

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Recording Secretary