



BOARD OF HEALTH MEETING

DATE OF MEETING: MARCH 16, 2010
TIME OF MEETING: 12:30 P.M.
PLACE OF MEETING: BOARD ROOM
CHAIR: MS. MARIA HARDING

CALL TO ORDER

1. ATTENDANCE AND ANNOUNCEMENTS

Ms. Maria Harding, Chair of the Board will welcome Dr. Henry Kurban, Medical Officer of Health (A) to the Thunder Bay District Health Unit and introduce him to Members of the Board of Health and Senior Administration.

2. DECLARATIONS OF PECUNIARY INTEREST

3. AGENDA APPROVAL

RES 1	THAT the Agenda for the Regular Board of Health Meeting to be held on March 16, 2010, be approved.	M. Harding
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4. INFORMATION SESSION

4.1 Foundational Standard with Hepatitis C K. Allan

Mr. Lee Sieswerda, Epidemiologist will be in attendance to give a presentation to the Board of Health relative to the above noted.

A copy of the presentation titled "Foundational Standard with Hepatitis C", for information. **(Pages 8 – 9)**

5. MINUTES OF THE PREVIOUS MEETINGS5.1 Thunder Bay District Board of Health

M. Harding

The Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on February 16, 2010, to be approved. **(Pages 10 - 17)**

RES 2

THAT the Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on February 16, 2010, be approved.

5.2 Executive Committee

The Minutes of the Executive Committee Meeting held on February 16, 2010, were approved at an Executive Committee meeting held on February 19, 2009 and are being presented to the Board for information. **(Pages 18 – 20)**

The Minutes of the Executive Committee Meeting (Regular and Closed Session) held on February 19, 2010, will be presented for approval at an Executive Committee meeting held on March 16, 2010 and will be to the Board for information at the meeting. **(To Be Distributed at the Meeting)**

6. MATTERS ARISING FROM PREVIOUS MINUTES

There are no matters arising from the previous minutes.

7. STANDING REPORTS7.1 Medical Officer of Health (A) Report

Dr. S. Graham

Report No.18-2010 relative to providing an update to the Board from Dr. S. Graham, Acting Medical Officer of Health. **(Pages 21 – 22)**

RES 3

THAT the Board of Health accept the Report of the Medical Officer of Health (A), as presented in Report No. 18-2010.

7. STANDING REPORTS (Continued)

7.2 Divisional Reports

7.2.1 Business Administrative Officer, Administrative Services and Acting CEO Report

D. Heath

Report No. 21-2010 relative to providing an update to the Board on the Business Administrative Services Department and CEO's Office, for information. **(Pages 23 - 26)**

RES 4

WHEREAS the Board of Health in a resolution dated July 15, 2009 approved the appointment of Dr. Henry Kurban to the position of Acting Medical Officer of Health for the Thunder Bay District Health Unit, effective January 2, 2010;

AND WHEREAS a Certificate of Registration with the Ontario College of Physicians and Surgeons was not available to Dr. Kurban until late February 2010 and Dr. Kurban was not able to commence his employment until March 15, 2010;

THEREFORE BE IT RESOLVED THAT the Board of Health appoints Dr. Henry Kurban as Acting Medical Officer of Health for the Thunder Bay District Health Unit, effective March 15, 2010.

7.2.2 Health Protection

K. Allan

Report No. 19-2010 relative to providing an update to the Board on the Health Protection Department, for information. **(Pages 27 - 31)**

Attachment 1 - Board of Health Outcomes **(Page 32)**

Attachment 2 – Legislation Authority for the Public Health Standards and Incorporated Protocols **(Page 33)**

Attachment 3 - The Infectious Diseases Prevention and Control Logic Model **(Page 34)**

Attachment 4 - Infectious Disease Protocol **(Pages 35 – 44)**

7.2.3 Health Promotion

J. Black

Report No. 20-2010 relative to providing an update to the Board on the Health Promotion Department, for information. **(Pages 45 - 51)**

Attachment A - Injury Prevention and Substance Misuse **(Page 52)**

8. NEW BUSINESS**8.1 Purchasing Practices Update,
And Supply Chain Guidelines**

D. Heath

Report No. 17-2010 relative to providing an update on the procurement practices of the Thunder Bay District Health Unit, and recommend the adoption of the Supply Chain Guidelines. **(Pages 53 – 58)**

Attachment 1 – Thunder Bay District Health Unit Supply Chain Code of Ethics **(Page 59)**

Ms. G. Daniels, Manager – Finance will be in attendance to give a presentation to the Board relative to the above noted. A copy of the presentation, for information. **(Pages 60 – 64)**

RES 5

THAT with respect to Report No. 17 – 2010, we recommend Administration ensure full compliance with the Supply Chain Guidelines from the Ministry of Finance in accordance with required timelines;

AND THAT the Supply Chain Code of Ethics be adopted by the Thunder Bay District Health Unit;

AND THAT Administration provide an updated Purchasing Policy compliant with the Supply Chain Guidelines for the Board of Health's approval;

AND THAT Administration provide annual updates to the Board of Health on its procurement activities, including any Supply Chain Guideline implications.

**8.2 Contract Award for Early
Childhood Vision Consulting Services**D. Heath/
J. Black

Report No. 22-2010 relative to awarding the contract to provide Early Childhood Vision Consulting Services to the Thunder Bay District Health Unit. **(Pages 65 – 66)**

RES 6

THAT with respect to Report No. 22-2010, we recommend that the contract for Early Childhood Vision Consulting Services be awarded to the Canadian National Institute for the Blind for 2010/2011 for \$36,000.

8. NEW BUSINESS (Continued)8.3 One-Time Funding and Purchase of
Infant Hearing EquipmentD. Heath/
J. Black

Report No. 24-2010 relative to providing an update to the Board of Health on a One-Time Funding opportunity provided by the Ministry of Children and Youth Services for the purchase of Infant Hearing Equipment.
(Pages 67 – 68)

RES 7

THAT with respect to Report No. 24 – 2010, we recommend that the one-time 100% funding totaling \$89,221 for equipment for the Infant Hearing Program be accepted from the Ministry of Children and Youth Services;

AND THAT this one-time 100% funding be used only for the purchase of the hearing screening equipment, including all related costs, as identified by the Ministry of Children and Youth Services;

And that the Business Administrative Officer and Manager of Finance be authorized to complete any administrative requirements of the one-time 100% funding for equipment for the Infant Hearing Program, as required.

8.4 2010 Mandatory Core Program Budgets – Update

D. Heath

Report No. 23-2010 relative to providing the Board of Health with an update regarding the proposed 2010 Mandatory Core Program Budget.
(Pages 69 – 71)

Attachment 1 – Consolidated 2010 Cost-Shared Budget – Revised **(Page 72)**

RES 8

THAT with respect to Report No. 23 – 2010, we recommend that:

1. The 2010 Mandatory Core Program (cost-shared) budget submission to the Province be prepared in accordance with recent direction from the Ministry of Health and Long-Term Care and the Ministry of Health Promotion at a level of \$12,281,556 for Mandatory Core Programming, and \$95,000 for Extended CINOT Programming;
2. The Municipal Levy remain at the original level of \$2,678,199, with any additional local share funded from the Capital Expenditure Reserve Fund for budget submission purposes;

8. NEW BUSINESS (Continued)8.4 2010 Mandatory Core Program Budgets – Update (Continued)

3. Any additional local share funds required from the Capital Expenditure Reserve Fund be replenished on a priority basis through Year-end municipal surpluses; and
4. The Business Administrative Officer and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required.

8.5 Public Health Law Day – February 24, 2010
aPHa Winter Symposium – February 25 – 26, 2010

M. Harding

An overview of the above noted events will be provided at the by Board Members, Jack Masters and Connie Bryson, which were held in North York, Ontario. **(Verbal Report)**

8.6 aPHa 2010 Annual General Meeting

M. Harding

Correspondence relative to the aPHa 2010 Annual General Meeting to be held in Cornwall, Ontario on June 21, 2010, for information and consideration. **(Pages 73 – 77)**

8.7 Closed Session Meeting

D. Heath

RES 9

THAT the Board of Health move into a Closed Session Meeting in order to receive information relative to employee negotiations.

9. OTHER BUSINESS**10. NEXT MEETING**

The next meeting will be held on Tuesday, April 20, 2010.

11. ADJOURNMENT

RES 10

THAT the Board of Health meeting held on March 16, 2010 be adjourned at _____ p.m.

Information

(Copy Provided in the Agenda Package)

Evaluation Results of the January 19, 2010 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)

Letter from Dr. Miriam Klassen, Acting Medical Officer of Health – Perth District Health Unit, dated February 23, 2010 relative to outdoor smoke-free by-laws.

Invitation to the Community Reception welcoming Dr. H. Kurban.

A letter addressed to Dr. Trevor Kam, dated February 6, 2010 in response to his letter dated February 4, 2010 addressed to Members of City Council.

Resolution Correspondence

(Not Attached – Available at the Meeting)

Resolution from Timiskaming, dated January 20, 2010 relative to CINOT Expansion Program Funding.

Resolution from Durham Region, dated January 20, 2010 relative Nutritious Food Basket.

Resolution from Durham Region, dated January 29, 2010 relative to Dietary Sodium Reduction

Resolution from Grey Bruce Public Health Unit, dated February 19, 2010 relative to Building Health Communities Together: active and Alternative Transportation to Support Health Living in Grey Bruce.

Please Note: Lunch to be served at 11:30 a.m., prior to the meeting.