

## THUNDER BAY DISTRICT HEALTH UNIT

**MINUTES OF MEETING: BOARD OF HEALTH**

**DATE:** MAY 20, 2008

**TIME:** 12:39 P.M.

**ADJOURNMENT:** 2:23 P.M.

**PLACE:** BOARD ROOM

**ACTING CHAIR:** MS. M. HARDING

**BOARD MEMBERS PRESENT:**

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

**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, Business Administrative Services  
Ms. B. Moro, Executive Assistant to the Medical Officer of Health/CEO and Secretary to the Board

**REGRETS:**

Mr. S. Harasen  
Mr. J. Virdiramo

**The Chair called the meeting to order at 12:39 p.m.**

**1. ATTENDANCE AND ANNOUNCEMENTS**

The Acting Chair made the following announcements at the meeting:

- Polled the Members of the Board to determine interest in a summer barbeque

The Acting Chair acknowledged the following regrets:

- Mr. Joe Virdiramo
- Mr. Steve Harasen

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. AGENDA APPROVAL**

The following items were added to the agenda under New Business:

- Correspondence from alPHa, dated May 9, 2008, relative to resolutions for consideration at their June 2008 Conference.
- Call for Board of Health Nominations to 2008-2009 alPHa Board of Directors
- Resolution to hold a Board of Health (Closed Session) meeting

Resolution No. 2008-42

MOVED BY: Mr. T. Fox  
SECONDED BY: Ms. L. Kloosterhuis

THAT the Agenda for the Regular Board of Health Meeting to be held on May 20, 2008, be approved, as amended.

CARRIED

**4. INFORMATION SESSION**

4.01 Best Start

Ms. J. Black, Director – Health Promotion appeared before the Board, gave a presentation relative to Best Start and responded to questions. It was advised that a copy of the slide presentation would be provided to the Members of the Board, via email.

**5. MINUTES OF 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 April 15, 2008, to be approved.

Resolution No. 2008-43

MOVED BY: Mr. T. Fox  
SECONDED BY: Ms. L. Tolmonen

THAT the Minutes of the Thunder Bay District Board of Health Meetings (Regular Session) held on April 15, 2008, be approved.

CARRIED

**5. MINUTES OF PREVIOUS MEETINGS (Continued)**

5.02 Ad Hoc 1 (MOH Recruitment)

The Acting Chair advised that the Minutes of the Ad Hoc 1 (MOH Recruitment) meeting held on April 15, 2008, were approved at the Executive Committee meeting held earlier in the day and were being presented to the Board for information. Copies of the minutes were distributed at the meeting.

5.03 Executive Committee

The Acting Chair advised that the Minutes of the Executive Committee meeting held on April 15, 2008, were approved at the Executive Committee held earlier in the day and were being presented to the Board for information. Copies of the minutes were distributed at the meeting.

**6. MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the previous minutes.

**7. STANDING REPORTS**

7.01 Divisional Reports

7.1.1 Health Protection

Report No. 29-2008 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.

Mr. K. Allan provided an overview of the activities of Nursing Week and congratulated the nurses of the Thunder Bay District Health Unit on their contribution and commitment to mentoring healthcare students.

7.1.2 Health Promotion

Report No. 30-2008 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. Black advised the members of the Board that a media event had been scheduled for Thursday, May 22, 2008 for the signing of the Food Charter. A copy of the media advisory was emailed to the Board members.

**7. STANDING REPORTS (Continued)**

7.01 Divisional Reports (Continued)

7.1.3 Business Administrative Officer Report

Report No. 31-2008 relative to providing an update to the Board on the Business Administrative Services Department, for information.

Attachment 1 to Report No. 31 - 2008 – Cost Shared Programs, Financial Position as at March 31, 2008 was distributed with the agenda package.

Attachment 2 to Report No. 31 - 2008 – Provincial Programs Summary – 100% Funded, Financial Position as at March 31, 2008 was distributed with the agenda package.

Attachment 3 to Report No. 31 – 2008 – Land Development, Financial Position for period ending March 31, 2008 was distributed with the agenda package.

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

7.02 Medical Officer of Health Report

Report No. 32-2008 relative to providing an update to the Board from Dr. N. Cameron, Medical Officer of Health.

Dr. N. Cameron, Medical Officer of Health/CEO provided an overview of the report and responded to questions.

Dr. N. Cameron advised the Board members of an upcoming OHA regional board governance forum in Thunder Bay and advised that anyone interested in attending to contact the Executive Assistant.

Resolution No.: 2008-44

MOVED BY: Mr. J. Masters  
SECONDED BY: Mr. J. MacEachern

THAT the Board of Health accept the Report of the Medical Officer of Health, as presented in Report No. 32-2008.

CARRIED

**8. NEW BUSINESS**

8.01 Changes in Part VIII Fees

Issue Report No. 33 – 2008 relative to recommending the Health Unit amend Land Development Program fee schedule to charge the same fee for all lot severances regardless of lot size.

8. **NEW BUSINESS** (Continued)

8.02 Changes in Part VIII Fees (Continued)

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

Resolution 2008-45

MOVED BY: Mr. N. Gale  
SECONDED BY: Ms. S. Hunt

WHEREAS the Thunder Bay District Health Unit Land Development Program provides Land Severance Assessment services;

AND WHEREAS the land severance fee schedule is out of date with current Legislation;

BE IT THEREFORE RESOLVED THAT with respect to Report No. 33-2008 the Thunder Bay District Health Unit charge \$200.00 per land severance assessment regardless of lot size.

CARRIED

8.01 Change in Fees – Oral Contraceptive Pills

Issue Report No. 34-2008 relative to recommending an increase to the price of Janssen-Ortho Inc. affected OCPs (oral contraceptive pills) which are no longer subject to the special clinic pricing, to allow the Thunder Bay District Health Unit to provide these prescriptions to Sexual Health clients without a financial loss to the Health Unit.

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

Resolution 2008-46

MOVED BY: Mr. N. Gale  
SECONDED BY: Mr. E. Rutherford

WHEREAS the Thunder Bay District Health Unit Sexual Health Program provides clients with low cost birth control options;

AND WHEREAS special clinic pricing has been discontinued for certain oral contraceptive pills (OCPs);

AND WHEREAS some Sexual Health Clinic clients in consultation with the Clinic Physician may wish to remain on their current prescription;

**8. NEW BUSINESS** (Continued)

8.01 Change in Fees – Oral Contraceptive Pills (Continued)

BE IT THEREFORE RESOLVED THAT with respect to Report No. 34-2008 we recommend that the Thunder Bay District Health Unit charge \$15.00/cycle for OCPs that are no longer subject to special clinic pricing.

CARRIED

8.02 alPHa Resolutions for Consideration at June 2008 Conference

Correspondence from alPHa, dated May 9, 2008, relative to draft alpha resolutions to be considered at the June 2008 Conference including Constitutional Change to Article 14.6 "General Meetings", for information, was distributed to the Members of the Board in their agenda package.

The Board reviewed the resolutions and a consensus was received on how the Board wanted them to be voted on.

8.03 Nomination to the 2008-2009 alPHa Board of Directors

Correspondence from the Association of Local Public Health Agencies, received on May 16, 2008, calling for Board of Health Nominations to the 2008-2009 alPHa Board of Directors.

Resolution 2008-47

MOVED BY: Ms. C. Bryson  
SECONDED BY: Ms. B. Metzler

THAT the Thunder Bay District Health Unit Board of Directors nominates the following Board Member to represent the North West Region on the 2008-2009 alPHA Board of Directors:

1. Ms. Maria Harding

CARRIED

8.04 Presentation

A presentation was made by Acting Chair, Ms. Maria Harding, on behalf of the Board of Directors to Dr. Nancy Cameron for her service to the Thunder Bay District Health Unit.

**8. NEW BUSINESS** (Continued)

8.05 Board of Health (Closed Session) Meeting

Resolution No.: 2008-48

MOVED BY: Ms. C. Bryson  
SECONDED BY: Mr. J. Masters

THAT the Board of Health move into a Closed Session meeting immediately to receive information relative to a personal matter about an identifiable individual.

CARRIED

At 2:09 p.m. the Board of Health moved into closed session.

At 2:18 p.m. the Board of Health moved out of closed session.

**9. OTHER BUSINESS**

9.01 Contract Negotiations

Resolution No.: 2008-50

MOVED BY: Mr. T. Fox  
SECONDED BY: Mr. J. MacEachern

THAT we authorize Mr. D. Heath, Business Administrative Officer to prepare a working agreement with Dr. Elizabeth Alvarez pertaining to the three points in her proposal dated May 20, 2008 for a three month period.

CARRIED

**10. NEXT MEETING**

The next meeting will be held on Tuesday, June 17, 2008 at 12:30 p.m.

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Acting Chair, Board of Health

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Medical Officer of Health/CEO

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Recording Secretary