

**THUNDER BAY DISTRICT HEALTH UNIT**

**BOARD OF HEALTH MEETING**

**December 19, 2006**

**1:30 pm – BOARDROOM**

**MINUTES**

**Board Members Present:**

C. Bryson  
N. Gale  
S. Harasen  
S. Hunt  
L. Kloosterhuis  
J. MacEachern  
N. MacOdrum  
B. Metzler  
A. Savela  
J. Virdiramo

**Regrets:**

M. Harding  
I. Sullivan

**Administration Present:**

Dr. N. Cameron, Medical Officer of Health / CEO  
D. Heath, Business Administrative Officer  
K. Allan, Director, Health Protection and Clinical Services  
J. Black, A/Director, Health Promotion & Chronic Disease Prevention

**Recorder:** B. McClain

**Meeting Called to Order – 1:30 pm**

The meeting was called to order by Dr. Nancy Cameron. The new Board of Health was welcomed, and members of the Senior Management Team were introduced. With the agreement of the Board Members, and noting that elections will take place at the Annual Meeting on January 16, 2007, Connie Bryson acted as Chair for the meeting.

**1. Attendance and Announcements**

- Board of Health Members introduced themselves and noted the municipalities which they represented.
- Regrets were received from M. Harding of Shuniah, I. Sullivan of Marathon.
- The appointee representing Nipigon, Dorion and Red Rock will be named at the Dorion municipal meeting of December 19, 2006.
- It was noted that the Annual Meeting and the Regular Board of Health Meeting will be held on January 16, 2007 following the orientation session.

All Board Members are encouraged to attend the orientation session. Orientation material was provided to the Board Members.

- Board Members were requested to advise B. McClain in writing if they wished their name to be considered for an elected position but would be absent for the Annual Meeting.
- Board Members were reminded of the alpha Conference to be held February 1 and 2, 2007, and asked to advise B. McClain of their attendance in order for registration and accommodation details to be completed. It was noted that there is an orientation component to the Conference for new Board Members

## **2. Declarations of Interest**

There were none declared.

## **3. Agenda Approval**

*Moved by: L. Kloosterhuis*

*Seconded by: S. Harasen*

*THAT the Agenda for the Regular Board of Health Meeting of December 19, 2006 be approved.*

*CARRIED*

## **4. Presentation**

## **5. Minutes**

### **5.1 Minutes of November 21, 2006**

*Moved by: S. Harasen*

*Seconded by: L. Kloosterhuis*

*THAT the Minutes of the Regular Board of Health Meeting of November 21, 2006 be approved.*

*CARRIED*

## **6. Matters Arising from the Minutes**

### **6.1 RFP – Strategic Planning Consultant**

Dr. Nancy Cameron introduced the members of the Strategic Planning Committee. Background information to-date was provided on the selection process for a consultant. It was noted that there had been a request at the meeting of November 21, 2006 for additional detail on the selection criteria considered, and on the cost of estimated expenses. It was noted that it would be prudent to increase the one-time funding request to the Ministry of Health and Long-Term Care (MOHLTC) for strategic planning costs originally approved at the November 21 meeting by \$10,000.

*Moved by: J. Virdiramo*

*Seconded by: S. Harasen*

*That the Board of Health award the proposal for Strategic Planning Consultant Services to Blackstone Partners at a cost of \$37,019 (GST extra), plus 12% administrative costs, and \$6,000 travel costs.*

CARRIED

Moved by: L. Kloosterhuis

Seconded by: N. MacOdrum

*THAT the Board of Health approve to strike out \$40,000 and insert \$50,000 from Resolution No. 06-103, Section 4.*

CARRIED

**7. Standing Reports**

7.1 Divisional Reports

7.1.1 Health Protection and Clinical Services

Ken Allan presented the monthly activity report. It was noted that demand for flu clinic services has declined which parallels the Provincial situation; provision of the vaccine continues. The Infectious Disease team has provided support to long-term care facilities during the recent outbreaks. The filling of the Nurse Practitioner position is expected in the near future. Although the MOHLTC has requested a return of funding for this position, the Health Unit will request a re-evaluation of this due to the costs involved in the wrap-up of the practice and of the transition / recruitment of a replacement.

7.1.2 Health Promotion and Chronic Disease Prevention

Janine Black presented the Divisional Report, highlighting the Early Child Development Injury and Family Abuse Prevention Initiative, funding for which ends on December 31, 2006. The programs which will continue and those that are not sustainable due to the end of funding were noted. The importance of peer leadership among teens was highlighted; in particular the value of the Nicoteen Workshops for students in Grades 6 - 8. It was noted that the Children's Charter Coalition presented at Thunder Bay City Hall on December 18; a Health Unit family nurse will continue involvement with this coalition.

7.1.3 Business Administrative Officer Report

Doug Heath provided a review of the year noting the recruitment of a new medical officer of health, budget restraints due to restrictive Ministry funding parameters, building renovations to increase accommodation efficiency, and mechanical renovations to address Health & Safety concerns. It was noted that the organization is expanding in Human Resources, Systems, and Finance. There was discussion of possible impacts on program and staffing due to the Ministry funding. It was



**9. Other Business**

**10. Adjournment**

The meeting was adjourned at 2:46 pm.

**11. Date of Next Meeting: January 16, 2006**

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Chair, Board of Health

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Medical Officer of Health

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Recording Secretary