

**THUNDER BAY DISTRICT HEALTH UNIT**

**MINUTES OF MEETING: BOARD OF HEALTH EXECUTIVE COMMITTEE**

**DATE:** MAY 17, 2010

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

**PLACE:** BOARD ROOM

**CHAIR:** MS. M. HARDING

**BOARD MEMBERS PRESENT:**

Mr. N. Gale  
Ms. M. Harding  
Mr. J. MacEachern  
Ms. B. Metzler  
Mr. J. Virdiramo

**ADMINISTRATION PRESENT:**

Mr. D. Heath, Chief Executive Officer (A),  
Director of Administrative Services and  
Business Administrative Officer  
Dr. H. Kurban, Medical Officer of Health (A)  
Ms. G. Daniels, Manager - Finance  
Ms. B. Moro, Executive Assistant to the  
MOH/CEO and Secretary to the Board of  
Health

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

**1. DECLARATIONS OF INTEREST**

**2. AGENDA APPROVAL**

Resolution No.: 78-2010

MOVED BY: Mr. J. MacEachern  
SECONDED BY: Ms. B. Metzler

THAT the Agenda for the Executive Committee Meeting to be held on May 17, 2010, be approved.

CARRIED

**3. MINUTES OF PREVIOUS MEETINGS**

Resolution No.: 79-2010

MOVED BY: Ms. B. Metzler  
SECONDED BY: Mr. J. MacEachern

THAT the Minutes of the Board of Health Executive Committee Meeting (Regular and Closed Session) held on April 19, 2010, be approved.

CARRIED

**4. NEW BUSINESS**

4.01 2009 Audited Financial Statements

Report No. 25-2010 relative to recommending the approval of the draft 2009 Audited Financial Statements for the Thunder Bay District Health Unit was distributed at the meeting.

Attachment #1 to Report No. 25-2010 - Copy of the 2009 Draft Audited Financial Statements was distributed at the meeting.

A copy of the Board of Health – Audit Communications for the Thunder Bay District Health Unit for the year ended December 31, 2009, was distributed at the meeting.

Ms. G. Daniels, Manager – Finance reviewed the Report No. 25 – 2010 and the Audited Financial Statements with the Executive Committee and responded to questions.

Ms. R. Brizi, Partner – Grant Thornton, the Board's Auditor, was in attendance to review the Report of the Board of Health – Audit Communications for the Thunder Bay District Health Unit for the year ended December 31, 2009.

4.02 Order of Items on the Board of Health Agenda

Memorandum from Ms B. Metzler, relative to the above noted.

A copy of a sample agenda, for information.

It was recommended that the Reports of Members be added to the end of the agenda.

Reports with resolutions are to go before the Standing Reports and will be called "Decisions of the Board."

The Chair advised that a request had been made to Administration not to use short forms in reports or presentations to the Board.

**4. NEW BUSINESS** (Continued)

4.03 Working Plan and Three Year Vision

A copy of Dr. Kurban, MOH(A)'s Work Plan and Three Year Vision was emailed to the Executive Committee on Friday, May 14, 2010 and distributed at meeting.

A copy of Mr. Heath, CEO(A)'s Work Plan was distributed at the meeting.

It was the consensus of the Committee that this item be deferred to an Executive Committee meeting to be held on May 18, 2010.

4.04 Closed Session Meeting

Resolution No.: 80-2010

MOVED BY: Ms. B. Metzler  
SECONDED BY: Mr. N. Gale

THAT the Board of Health Executive Committee move into a Closed Session Meeting to receive information relative to an identifiable individual.

CARRIED

At 2:14 p.m. the Executive Committee moved into closed session.

Mr. D. Heath, CEO(A), Dr. Henry Kurban, MOH(A) and Ms. B. Moro, Secretary to the Board left the meeting room.

At 3:32 p.m. the Executive Committee resumed regular business.

Ms. B. Moro returned to the meeting room.

**5. OTHER BUSINESS**

There was no other business.

**6. DATE OF NEXT MEETING**

The next meeting will be held on Tuesday, May 18, 2010 at 11:00 a.m.

**7. ADJOURNMENT**

Resolution No.: 82-2010

MOVED BY: Ms. B. Metzler  
SECONDED BY: Mr. N. Gale

THAT the Board of Health Executive Committee meeting held on  
May 17, 2010, be adjourned at 3:33 p.m.

CARRIED