

THUNDER BAY DISTRICT HEALTH UNIT

MINUTES OF MEETING: BOARD OF HEALTH

DATE: APRIL 20, 2010

TIME: 1:15 P.M.

PLACE: BOARD ROOM

CHAIR: MS. M. HARDING

BOARD MEMBERS PRESENT:

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

ADMINISTRATION PRESENT:

Mr. D. Heath, Chief Executive Officer (A),
Director – Business Administrative Services
and Business Administrative Officer
Dr. H. Kurban, Medical Officer of Health (A)
Mr. K. Allan, Director – Health Protection
Ms. J. Black, Director - Health Promotion
Dr. S. Graham, Contracted Physician
Ms. B. Moro, Executive Assistant to the Medical
Officer of Health/CEO and Secretary to the
Board

REGRETS:

Ms. S. Pinner
Ms. L. Rydholm

The Chair called the meeting to order at 1:15 p.m.

1. ATTENDANCE AND ANNOUNCEMENTS

The following announcements were given at the meeting:

- Alpha Conference - June 21, 2010 – Cornwall, ON
- National Nursing Week – may 9 to may 16, 2010

The following regrets were announced at the meeting:

- Shari Pinner
- Linda Rydholm

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

3. AGENDA APPROVAL

Resolution No.: 62-2010

MOVED BY: Mr. E. Rutherford
SECONDED BY: Mr. J. Virdiramo

THAT the Agenda for the Regular Board of Health Meeting to be held on April 20, 2010, be approved.

CARRIED

4. INFORMATION SESSION

There was no information session this month.

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 (Regular and Closed Session) held on March 16, 2010, to be approved.

Resolution No.: 62-2010

MOVED BY: Mr. J. Masters
SECONDED BY: Mr. S. Harasen

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

CARRIED

5.2 Executive Committee

The Minutes of the Executive Committee Meeting held on March 15, 2010, were approved at an Executive Committee meeting held on March 30, 2010 and are being presented to the Board for information.

The Minutes of the Executive Committee Meeting held on March 30, 2010, were approved at an Executive Committee meeting to be held on April 19, 2010 and were presented to the Board for information at the meeting.

6. MATTERS ARISING FROM PREVIOUS MINUTES

There are no matters arising from the previous minutes.

7. STANDING REPORTS

7.1 Medical Officer of Health (A) Report

Report No. 27-2010 relative to providing an update to the Board from Dr. H. Kurban, Acting Medical Officer of Health.

Dr. H. Kurban, MOH(A) appeared before the Board, provided an overview of his report and responded to questions.

Resolution No.: 62-2010

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

THAT the Board of Health accept the Report of the Medical Officer of Health (A), as presented in Report No. 27-2010.

CARRIED

7.2 Divisional Reports

7.2.1 Health Protection

Report No. 29-2010 relative to providing an update to the Board on the Health Protection Department, for information.

Attachment A – Board of Health Outcomes - Health Hazard Prevention & Management Program

Appendix B - Board of Health Outcomes - Public Health Emergency Preparedness Program

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

7.2.2 Health Promotion

Report No. 30-2010 relative to providing an update to the Board on the Health Promotion Department, for information.

Attachment A – Injury Prevention and Substance Misuse

Ms. J. Black, Director – Health Promotion appeared before the Board, provided an overview of his report and responded to questions.

7. STANDING REPORTS

7.2.3 Business Administrative Officer, Administrative Services and Acting CEO Report

Report No. 28-2010 relative to providing an update to the Board on the Business Administrative Services Department and CEO's Office, for information.

Mr. D. Heath, CEO(A) appeared before the Board, provided an overview of his report and responded to questions.

Administration was directed by the Board to provide further detail with respect to the terminations graphic presented at the meeting.

8. NEW BUSINESS

8.1 Anonymous HIV Testing Program Budget

Report No. 24-2010 relative to providing the Board of Health with the proposed 2010/2011 Anonymous HIV Testing Program Budget.

Attachment 1 - Anonymous HIV Testing Program Budget Summary

Attachment 2 - Summary of Full Time Equivalents

Resolution No.: 62-2010

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

THAT with respect to Report No. 24 – 2010, we recommend that:

1. the 2010/ 2011 Anonymous HIV Testing Program budget be approved at \$56,771 for submission to the AIDS Bureau of the Ministry of Health and Long-Term Care; and
2. the staffing be set at 0.75 full time equivalents for 2010 / 2011.

CARRIED

8.2 Preschool Speech Program Budget

Report No. 33-2010 relative to providing the Board of Health with the proposed 2010/2011 Preschool Speech and Language Program Budget.

Attachment 1 – Preschool Speech and Language Program Budget Summary

Attachment 2 – Summary of Full Time Equivalents for Preschool Speech and Language Program

8. NEW BUSINESS (Continued)

8.2 Preschool Speech Program Budget (Continued)

Resolution No.: 62-2010

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

THAT with respect to Report No. 33 – 2010, we recommend that:

1. the 2010/11 Preschool Speech and Language program budget totaling \$1,018,131 be approved;
2. the budget of \$859,121 for the fiscal period April 1, 2010 to March 31, 2011 be approved for submission to the Ministry of Children and Youth Services; and
3. the staffing complement be approved at 10.55 FTE, with 8.93 FTE to be funded by the Ministry of Children and Youth Services.

CARRIED

8.3 Infant Hearing Program Budget

Report No. 34-2010 relative to providing the Board of Health with the proposed 2010/11 Infant Hearing Program Budget.

Attachment 1 - Infant Hearing Program Budget Summary

Attachment 2 – Summary of Full Time Equivalents for Infant Hearing Program

Resolution No.: 62-2010

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

THAT with respect to Report No. 34 – 2010, we recommend that:

1. the 2010/11 Infant Hearing program budget totaling \$140,982 be approved;
2. the budget of \$136,982 for the fiscal period April 1, 2010 to March 31, 2011 be approved for submission to the Ministry of Children and Youth Services; and
3. the staffing be set at 1.80 FTE, with 1.76 FTE to be funded by the Ministry of Children and Youth Services.

CARRIED

8. NEW BUSINESS (Continued)

8.4 Blind Low Vision Program Budget

Report No. 35-2010 relative to providing the Board of Health with the proposed 2010/11 Blind Low Vision Program Budget.

Attachment 1 – Blind Low-Vision Program Budget Summary

Attachment 2 – Summary of Full Time Equivalents

Resolution No.: 62-2010

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

THAT with respect to Report No. 35 – 2010, we recommend that:

1. The 2010/11 Blind Low Vision program budget for the April 1, 2010 to March 31, 2011 fiscal period be approved at \$60,060, for submission to the Ontario Ministry of Children and Youth Services; and
2. The staffing be set at 0.15 full time equivalents.

CARRIED

8.5 User Fee Changes for Hormonal Contraceptives

Report No. 36-2010 relative to recommending strategy for Hormonal Contraceptive fees within the Sexual Health Program.

Attachment 1 – Schedule of User Fees – Hormonal Contraceptives

Resolution No.: 62-2010

MOVED BY: Mr. E. Rutherford
SECONDED BY: Mr. J. Virdiramo

THAT with respect to Report No. 36 – 2010, we recommend that:

1. the strategy for user fees for hormonal contraceptives be approved at direct cost recovery plus a nominal amount for indirect costs;
2. any further hormonal contraceptive changes be made in accordance with this cost recovery objective and reported to the Board of Health during the 2011 cost-shared budget process;

8. NEW BUSINESS (Continued)

8.5 User Fee Changes for Hormonal Contraceptives (Continued)

3. the fees for affected hormonal contraceptives be approved per the attached Schedule 1;
4. notice be provided to clients for three months beginning April 21, 2010; and
5. all administrative matters relating to the Hormonal Contraceptive fee change be completed in accordance with User Fee Policy FP-05-04.

CARRIED

8.6 Pricing for Japanese Encephalitis Travel Vaccine

Report No. 31-2010 relative to recommending a User Fee for the Japanese Encephalitis travel vaccine that will be available at the appointment based Travel Clinic.

Resolution No.: 62-2010

MOVED BY: Mr. J. Virdiramo
SECONDED BY: Mr. E. Rutherford

THAT with respect to Report No. 31 – 2010, we recommend that:

1. the fee for Japanese Encephalitis travel vaccine be approved at \$200.00 per dose effective 20 calendar days after Board of Health approval;
2. notice be provided to clients effective immediately upon Board of Health approval;
3. all administrative matters relating to the new Japanese Encephalitis vaccine fee change be completed in accordance with User Fee Policy FP-05-04.

CARRIED

8.7 2010 Mandatory Core Program Budgets - Extended CINOT - Revised 2010 Budget

Report No. 32-2010 relative to providing the Board of Health with an update regarding the proposed 2010 Mandatory Core Program Budget related to funding for the Extended CINOT program.

Attachment 1 – 2010 Extended CINOT Budget – Revised

8. NEW BUSINESS (Continued)

8.7 2010 Mandatory Core Program Budgets -
Extended CINOT - Revised 2010 Budget (Continued)

Attachment 2 – Extended CINOT Usage Statistics

Resolution No.: 62-2010

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

THAT with respect to Report No. 32 – 2010, we recommend that:

1. the 2010 Mandatory Core Program (cost-shared) budget submission to the Ministry of Health Promotion be adjusted to a level of \$119,500 for Extended CINOT Programming;
2. the total Municipal Levy remain at the original level related to the Extended CINOT program, with any additional local share funded from the Capital Expenditure Reserve Fund for budget submission purposes;
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.

CARRIED

8.8 Low Income Dental

Report No. 37-2010 relative to providing the Board of Health with an update relative to the Thunder Bay District Health Unit (TBDHU) proposal submission to the Ministry of Health and Long-Term Care (MOHLTC) with respect to the Low-Income Dental Program.

Attachment 1 - Low-Income Dental Program Annual Operating Budget

Attachment 2 – Summary of Full Time Equivalent

8. NEW BUSINESS (Continued)

8.8 Low Income Dental (Continued)

Resolution No.: 62-2010

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

THAT with respect to Report No. 37 – 2010, we recommend that:

1. the Low-Income Dental Program Operating Budget be approved at \$425,000 for submission to the Ministry of Health and Long-Term Care; and
2. ongoing staffing for the Low-Income Dental Program be approved at 3.5 full time equivalents.

CARRIED

8.9 Closed Session Meeting

Resolution No.: 62-2010

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

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

CARRIED

At 3:00 p.m. the Board of Health moved into closed session.

Ms. J. Black, Director – Health Promotion, Mr. K. Allan, Director – Health Protection, Dr. S. Graham, Physician Consultant and Ms. B. Moro, Secretary to the Board, left the meeting room.

At 3:09 p.m. the Board resumed regular business.

Ms. B. Moro returned to the meeting room.

9. OTHER BUSINESS

There was no other business.

10. NEXT MEETING

The next meeting will be held on Tuesday, May 18, 2010.

11. ADJOURNMENT

Resolution No.: 62-2010

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

THAT the Board of Health meeting held on April 20, 2010 be adjourned at 3:10 p.m.

CARRIED

Chair, Board of Health

Chief Executive Officer (A)

Recording Secretary