

## THUNDER BAY DISTRICT HEALTH UNIT

**MINUTES OF MEETING: BOARD OF HEALTH**

**DATE:** SEPTEMBER 21, 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  
Mr. S. Harasen  
Ms. M. Harding  
Ms. S. Hunt  
Mr. J. MacEachern  
Mr. J. Masters  
Ms. B. Metzler  
Ms. S. Pinner  
Mr. E. Rutherford  
Ms. L. Rydholm  
Mr. J. Virdiramo

**ADMINISTRATION PRESENT:**

Dr. H. Kurban, Medical Officer of Health (A)  
Mr. K. Allan, Director – Health Protection  
Mr. K. Ranta, Director – Health Promotion (A)  
Mr. P. Avella, Manager – Information Systems  
Ms. G. Daniels, Manager – Finance  
Ms. J. Piper-Wilson, Nutritionist  
Ms. J. McFarlane, Health Promotion Planner  
Ms. B. Moro, Executive Assistant to the Medical  
Officer of Health and Chief Executive Officer  
and Secretary to the Board

**REGRETS:**

Mr. D. Heath, Chief Executive Officer

**GUESTS:**

Dr. G. Pollett, Medical Officer of Health, London-  
Middlesex

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

**1. ATTENDANCE AND ANNOUNCEMENTS**

The Board was introduced to Dr. Graham Pollett, Medical Officer of Health – London-Middlesex Health Unit, who was visiting the Thunder Bay District Health Unit.

**2. DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of interest.

**3. AGENDA APPROVAL**

Resolution No.: 130 - 2010

MOVED BY: Ms. C. Gillies  
SECONDED BY: Mr. J. MacEachern

THAT the Agenda for the Regular Board of Health Meeting to be held on September 21, 2010, be approved.

CARRIED

**4. INFORMATION SESSION**

There was no information session scheduled for this meeting.

**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 July 29, 2010, to be approved.

Resolution No.: 131 - 2010

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

THAT the Minutes of the Thunder Bay District Board of Health Meetings (Regular and Closed Session) held on July 29, 2010, be approved, as amended.

CARRIED

5.2 Executive Committee

The Minutes of the Executive Committee Meetings (Regular and Closed Sessions) held on July 29, 2010, were approved at the Executive Committee meeting held on September 1, 2010 and were presented to the Board for information.

The Minutes of the Executive Committee Meetings (Regular and Closed Sessions) held on September 1, 2010 will be approved at an Executive Committee meeting to be held on September 21, 2010 and were distributed to the Board for information, at the meeting.

**6. MATTERS ARISING FROM PREVIOUS MINUTES**

There are no matters arising from the previous minutes.

**7. DECISIONS OF THE BOARD**

7.01 Public Health Agency of Canada Partnership

Report No. 70-2010 relative to providing the Board of Health with an overview of the Enhanced Hepatitis Surveillance program and the responsibilities and roles of the Thunder Bay District Health Unit and the Public Health Agency of Canada.

Resolution No.: 132 - 2010

MOVED BY: Ms. S. Hunt  
SECONDED BY: Mr. T. Fox

THAT with respect to Report No. 70 - 2010, we recommend that:

1. the Thunder Bay District Health Unit enters into an agreement with the Public Health Agency of Canada to provide funding up to \$50,000 annually for an Enhanced Hepatitis Strain Surveillance System.

CARRIED

7.02 Sodium Reduction Strategy

Report No. 63-2010 relative to proposing endorsement of the federal Sodium Reduction Strategy in its efforts to reduce sodium in commercially prepared foods.

Attachment A: Blood Pressure Canada Report

Ms. J. Piper-Wilson, Nutritionist provided an overview of the report and responded to questions.

The Board requested that the letter also be sent to other local agencies such as Homes for the Aged, hospitals, Chiefs of First Nation Reserves and first nation organizations and physicians (Thunder Bay Medical Society) and the provincial stroke committee.

Resolution No.: 133 - 2010

MOVED BY: Ms. S. Pinner  
SECONDED BY: Ms. B. Metzler

WHEREAS the Thunder Bay District Board of Health is committed to chronic disease prevention including cardiovascular disease and stroke; and

7. **DECISIONS OF THE BOARD** (Continued)

7.02 Sodium Reduction Strategy (Continued)

WHEREAS the average sodium intake in Canada is almost double that needed for health and high intakes of sodium have been linked to increased blood pressure, which increases the risk of cardiovascular disease and stroke; and

WHEREAS the majority of sodium in the Canadian diet comes from processed foods and foods prepared in restaurants; and

WHEREAS a goal of the Thunder Bay District Health Unit's strategic plan is to seek strategic opportunities to influence the implementation of healthy public policy in order to create supportive environments as a key component of a comprehensive health promotion approach;

THEREFORE BE IT RESOLVED THAT the Thunder Bay District Board of Health calls for Health Canada to implement all recommendation in the Sodium Reduction Strategy for Canada; and

FURTHER THAT the Thunder Bay District Board of Health commends the efforts of the Sodium Working Group but strongly encourages Health Canada to go beyond the voluntary reduction targets to include the introduction of regulation at a later date; and

FURTHER THAT copies of the letter of support be sent to the Federal Minister of Health, the Provincial Minister of Health and Long-Term Care and the Minister of Health Promotion, local Members of Provincial and Federal Parliament, the Chief Medical Officer of Health, the Association of Local Public Health Agencies (aLPHa), the Ontario Public Health Association (OPHA), all Ontario Boards of Health and member municipalities, the Northwest LHIN, and the Heart and Stroke Foundation of Ontario for their support and action.

CARRIED

7.03 Liquor Control Board of Ontario Privatization

Report No. 64-2010 relative to providing a recommendation to support the government's current direction not to privatize LCBO.

Attachment A: OPHA 2010 Submission to Minister of Finance, Dwight Duncan

Attachment B: Grey Bruce Health Unit Resolution, 2010

Attachment C: Simcoe Muskoka District Health Unit Correspondence, 2010

7. **DECISIONS OF THE BOARD** (Continued)

7.03 Liquor Control Board of Ontario Privatization (Continued)

Attachment D: Region of Waterloo Briefing Note and Report, 2010

Ms. J. McFarlane, Health Promotion Planner provided an overview of the report and responded to questions.

Resolution No.: 134 - 2010

MOVED BY: Mr. E. Rutherford  
SECONDED BY: Ms. B. Metzler

WHEREAS the Thunder Bay District Board of Health passed Resolution 04-35 in 2004 to express in writing to the Premier of Ontario, Minister of Health and Long-Term Care, Minister of Children & Youth Services, Minister of Justice and Minister of Finance public health concerns about government discussions involving the possible sale of the Liquor Control Board of Ontario (LCBO); and

WHEREAS public health is mandated to promote a culture of moderation and advocate for liquor control boards to maintain social responsibility and the Thunder Bay District Health Unit is mandated to reduce disability, morbidity and mortality caused by alcohol; and

WHEREAS a goal of the Thunder Bay District Health Unit's strategic plan is to seek strategic opportunities to influence the implementation of healthy public policy in order to create supportive environments as a key component of a comprehensive health promotion approach; and

WHEREAS alcohol is an addictive drug that contributes to a wide range of social problems such as increased levels of alcohol related traffic crashes, drowning, falls, fires, suicide, homicide, sexual assaults and other violence, and social issues including family disintegration and financial hardships, and alcohol consumption is associated with chronic illness conditions such as liver cirrhosis, cancers, diabetes, and heart disease; and

WHEREAS, alcohol use among Thunder Bay youth is higher (64.4% compared to 58.2% provincially), as is the incidence of binge drinking (29.9%) compared to the rest of the province (24.7%); and

WHEREAS, the arrest rate in Thunder Bay for intoxicated persons is the highest in Ontario; and

7. **DECISIONS OF THE BOARD** (Continued)

7.03 Liquor Control Board of Ontario Privatization (Continued)

WHEREAS research evidence clearly supports state retail monopolies such as the LCBO as they provide the most effective means to protect the public interest by ensuring consistent supply while counteracting market forces that drive alcohol marketing and sales upward;

THEREFORE BE IT RESOLVED THAT the Thunder Bay District Board of Health write a letter to Honourable Dwight Duncan, Minister of Finance and Chair of Management Board of Cabinet to reaffirm concerns and a position against any type of LCBO privatization;

AND FURTHER THAT copies of this letter be sent to the Premier of Ontario, the Minister of Health and Long-Term Care, the Minister of Health Promotion, the Minister of Children and Youth Services, the Ontario Public Health Association (OPHA), local members of Provincial Parliament (MPP), member municipalities, and all Boards of Health.

CARRIED

7.04 Primary Care Nurse Practitioner Program

Report No. 72-2010 relative to providing the Board of Health with the proposed 2010/2011 Primary Care Nurse Practitioner Program Budget.

Attachment 1: Program Budget Summary

Attachment 2: Summary of Full Time Equivalents

Resolution No.: 135 - 2010

MOVED BY: Ms. S. Hunt  
SECONDED BY: Mr. T. Fox

THAT with respect to Report No. 72-2010, we recommend that:

1. the 2010/2011 Primary Care Nurse Practitioner Program budget be approved at \$122,853 for submission to the Ministry of Health and Long-Term Care; and
2. the staffing be set at 1.2 full time equivalents for 2010/2011.

CARRIED

7. **DECISIONS OF THE BOARD** (Continued)

7.05 December Meeting Date

Memorandum from Mr. D. Heath, Chief Executive Officer, dated September 7, 2010, attaching Report No. 56-2010 and containing a resolution relative to the above noted.

Resolution No.: 136 - 2010

MOVED BY: Mr. J. Masters  
SECONDED BY: Ms. S. Hunt

THAT the Board of Health approves the recommendations of the Executive Committee as contained in Report No. 56-2010 and passed by Resolution No. 109-2010 at their meeting held on July 29, 2010 relative to December Board of Health meetings in a municipal election year.

CARRIED

7.06 Board of Health Members' Remuneration

Memorandum from Mr. D. Heath, Chief Executive Officer, dated September 7, 2010, attaching Report No. 55-2010 and containing a resolution relative to the above noted.

Resolution No.: 137 - 2010

MOVED BY: Mr. J. Virdiramo  
SECONDED BY: Ms. S. Hunt

THAT the Board of Health approves the recommendations of the Executive Committee as contained in Report No. 55-2010 and passed by Resolution No. 110-2010 at their meeting held on July 29, 2010 relative to Board of Health Members' Remuneration.

CARRIED

7.07 Review of Amalgamated By-law and Board Policies

Memorandum from Mr. D. Heath, Chief Executive Officer, dated September 7, 2010, attaching Report No. 57-2010 and containing a resolution relative to the above noted.

The following draft amended policies are provided for your information:

- Policy No.: BH-02-03 - Education and Professional Development for Board Members
- Policy No.: BH-02-04 - Board Members' Reimbursement
- Policy No.: BH-02-05 - Record of Board
- Policy No.: BH-02-13 - Tobacco Free Policy
- Revised Amalgamated By-law was distributed separately with the agenda package

7. **DECISIONS OF THE BOARD** (Continued)

7.07 Review of Amalgamated By-law and Board Policies (Continued)

Resolution No.: 138 - 2010

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

THAT the Board of Health approves the recommendations of the Executive Committee as contained in Report No. 57-2010 and passed by Resolution No. 108-2010 at their meeting held on July 29, 2010 relative to the annual review of the Board of Health's Amalgamated By-law and Policies.

CARRIED

7.08 Landscape Restoration and Development Project

Report No. 52-2010 relative to awarding the contract for Part B of the Landscape Restoration and Development project.

Resolution No.: 139 - 2010

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

THAT with respect to Report No. 52 - 2010, we recommend that the contract for the Landscape Restoration and Development Project – Part B be awarded to Wilco Contractors Superior Inc. at a total cost of \$40,441.00 (taxes extra).

AND THAT the Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the Landscape Restoration and Development Project as required.

CARRIED

7.09 General Insurance Program Renewal

Report No. 62-2010 relative to recommending the renewal of the General Insurance Program for the Thunder Bay District Health Unit.

Ms. G. Daniels, Manager – Finance appeared before the Board and responded to questions relative to the above noted report.

**7. DECISIONS OF THE BOARD (Continued)**

7.09 General Insurance Program Renewal (Continued)

Resolution No.: 140 - 2010

MOVED BY: Ms. C. Gillies  
SECONDED BY: Mr. J. MacEachern

THAT with respect to Report No. 62 – 2010, we recommend the insurance renewal for the Thunder Bay District Health Unit from Frank Cowan Company Limited effective October 20, 2010 to October 20, 2011, at a total cost of \$71,213, be approved.

CARRIED

7.10 Contract Award for Telecommunication System Enhancements

Report No. 71-2010 relative to recommending the awarding of the contract to provide high availability solution to our existing telecommunications system at the Thunder Bay District Health Unit.

Ms. G. Daniels, Manager – Finance and Mr. P. Avella, Manager – Information Systems responded to questions relative to the above noted report.

Resolution No.: 141 - 2010

MOVED BY: Ms. C. Gillies  
SECONDED BY: Mr. J. MacEachern

THAT with respect to Report No. 71-2010, we recommend the contract for Telecommunication System Enhancements be awarded to Bell Alliant for \$75,673.49 (taxes extra);

AND THAT the Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the Telephone System Enhancement Project as required.

CARRIED

**8. STANDING REPORTS**

8.1 Medical Officer of Health (A) Report

Report No. 65-2010 relative to providing an update to the Board from Dr. H. Kurban, Acting Medical Officer of Health.

Dr. Kurban appeared before the Board and provided an overview of his report.

**8. STANDING REPORTS (Continued)**

8.2 Divisional Reports

8.2.1 Health Protection

Report No. 66-2010 relative to providing an update to the Board on the Health Protection Department, for information.

Attachment 1: Board of Health Outcomes – Food Safety

Attachment 2: Board of Health Outcomes – Safe Water

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

At this time, the Chair requested that Mr. N. Gale, Vice-Chair assume the Chair for the remainder of the meeting.

8.2.2 Health Promotion

Report No. 67-2010 relative to providing an update to the Board on the Health Promotion Department, for information.

Attachment A: Healthy Eating, Healthy Weights and Physical Activity Outcomes and Requirements

Attachment B: Chronic Disease Rates and Behavioural Risk Factors

Mr. K. Ranta, Director – Health Promotion (A) appeared before the Board, provided an overview of his report and responded to questions.

8.2.3 Chief Executive Officer and Administrative Services

Report No. 68-2010 relative to providing an update to the Board on the Business Administrative Services Department and CEO's Office, for information.

Attachment 1: Letter from Ms. Allison Stuart, Assistant Deputy Minister - Ministry of Health and Long-Term Care, dated July 29, 2010 relative to the 2010 Program-Based Grants and breakdown of funding

Attachment 2: Letter from the Honourable Margaret Best, Ministry of Health Promotion, dated September 2, 2010 relative to funding for the expansion of CINOT

Attachment 3: 2010 Approved Provincial Allocations for Program-Based Grants

Mr. P. Avella, Manager – Information Systems appeared before the Board, provided an overview of the Information Systems program review and responded to questions.

Ms. G. Daniels, Manager – Finance appeared before the Board, provided an overview of the budget parameters and responded to questions.

**9. NEW BUSINESS**

9.1 Scope of Services Analysis

Report No. 73 – 2010 relative to providing information relative to a GAP analysis exercise that will gauge the health unit's programs with respect to the Ontario Public Health Standards (OPHS) and define the scope of program services provided by the Thunder Bay District Health Unit, for information only.

Attachment 1: Health Protection Division - Program Gap Analysis

Attachment 2: Health Promotion Division - Program Gap Analysis

Dr. H. Kurban, Medical Officer of Health (A) provided an overview of the report and responded to questions.

**10. OTHER BUSINESS**

There was no other business.

**11. REPORTS OF MEMBERS**

The Board of Health was reminded of the annual barbeque to be held immediately following the meeting.

**12. NEXT MEETING**

The next regularly scheduled Board of Health meeting will be held on Tuesday, October 19, 2010.

**13. ADJOURNMENT**

Resolution No.: 142 - 2010

MOVED BY: Ms. L. Rydholm  
SECONDED BY: Ms. E. Rutherford

THAT the Board of Health meeting held on September 21, 2010  
be adjourned at 3:40 p.m.

CARRIED

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Chair, Board of Health

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Chief Executive Officer

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Recording Secretary