



BOARD OF HEALTH MEETING

MINUTES OF THE MEETING: APRIL 19, 2017

TIME OF MEETING: 1:00 PM

PLACE OF MEETING: BOARDROOM – FIRST FLOOR

CHAIR:

BOARD MEMBERS PRESENT:

Ms. Alana Bishop
Mr. Andrew Brigham
Ms. Connie Bryson
Mr. Jay Daiter
Mr. Norm Gale
Ms. Maria Harding
Mr. Richard Harvey
Mr. Bob MacMaster
Mr. Jack Masters
Mr. James McPherson
Ms. Karen Morley
Mr. Aldo Ruberto
Mr. Roger Shott
Mr. Don Smith
Mr. Joe Virdiramo

ADMINISTRATION PRESENT:

Dr. Janet DeMille, Medical Officer of Health
Mr. Doug Health, Chief Executive Officer
Ms. Lynda Roberts, Director – Health Promotion
Ms. Laurie Niskanen, Manager of Human Resources
Ms. Lori Lawrence, Manager of Healthy Babies Healthy Children
Mr. Phil Avella, Manager of Information Systems and Property
Ms. Sarah Stevens, Executive Assistant and Secretary to the Board of Health

REGRETS:

Mr. Terry Fox
Mr. A. Major

CALL TO ORDER

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

1. ATTENDANCE AND ANNOUNCEMENTS

The Chair presented regrets from Mr. Fox and Mr. Major and welcomed new member Ms. Bryson.

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest.

3. AGENDA APPROVAL

Resolution No. 37-2017

MOVED BY: J. McPherson
SECONDED BY: K. Morley

THAT the Agenda for the Regular Board of Health Meeting to be held on April 19, 2017, be approved.

CARRIED

4. INFORMATION SESSION

There was no information session.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health (Regular and Closed session) Meeting held on March 15, 2017, to be approved.

Resolution No.: 38-2017

MOVED BY: R. Shott
SECONDED BY: J. McPherson

THAT the Minutes of the Thunder Bay District Board of Health Regular Meeting held on March 15, 2017, be approved.

CARRIED

6. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous minutes.

7. BOARD OF HEALTH (CLOSED SESSION) MEETING

There was no scheduled closed session meeting.

8. DECISIONS OF THE BOARD

8.1 2016 Audited Financial Statements.

Report No. 28 - 2017 (Finance) relative to approval for the 2016 Year End Audited Financial Statements was presented.

Resolution No.: 39-2017

MOVED BY: J. McPherson
SECONDED BY: K. Morley

THAT with respect to Report No. 28 - 2017 (Finance), we recommend that the 2016 Consolidated Financial Statements of the Thunder Bay District Health Unit for the year ending December 31, 2016, be approved as recommended by the Executive Committee.

CARRIED

8.2 2017 Healthy Babies Healthy Children Program Budget

Report No. 24 – 2017 (Healthy Babies Healthy Children) relative to recommendations for approval of the 2017 Healthy Babies Healthy Children Program Budget was presented.

Resolution No.: 40-2017

MOVED BY: K. Morley
SECONDED BY: R. Shott

THAT with respect to Report No. 24 - 2017 (Healthy Babies Healthy Children), we recommend that:

- The Healthy Babies Healthy Children (HBHC) program budget for January 1 to December 31, 2017 be approved at \$1,296,335 for submission to the Ministry of Children and Youth Services; and
- The base program staffing be set at 14.9 full time equivalents for the HBHC program; and
- The Chief Executive Officer and Manager of Finance be authorized to complete any administrative requirements of the budget submission process, as required.

CARRIED

8. DECISIONS OF THE BOARD (Continued)

8.3 Psychological Health and Safety Policy

Report No. 29-2017 (Human Resources) relative to recommendations for approval of the Psychological Health and Safety Policy was presented.

Resolution No.: 41-2017

MOVED BY: B. MacMaster
SECONDED BY: A. Bishop

THAT with respect to Report No. 29 – 2017 (Human Resources), we recommend the Psychological Health and Safety Policy be approved.

CARRIED

8.4 Procurement Practices

Report No. 32-2017 (Finance) relative to providing the Board of Health with an update on the Procurement Policy and Practices of the Thunder Bay District Health Unit and recommendations for revisions to Policy No. FP-05-02-Procurement was presented and discussed. Mr. D. Heath, Chief Executive Officer, responded to questions on the recommendation to increase the approval limits for Program Managers and the Chief Executive Officer.

Resolution No.: 42a-2017

MOVED BY: R. Harvey
SECONDED BY: R. Shott

THAT with respect to Report No. 32-2017 (Finance) we recommend that the resolution be amended to reflect modified approval limits.

LOST

Resolution No.: 42b-2017

MOVED BY: A. Bishop
SECONDED BY: B. MacMaster

THAT with respect to Report No. 32-2017 (Finance) we recommend that:

- Revisions to Policy No. FP-05-02 Procurement be approved, as presented; and,

8. DECISIONS OF THE BOARD (Continued)

8.4 Procurement Practices (Continued)

- Administration continue to provide annual updates to the Board of Health on its procurement activities.

CARRIED

9. COMMUNICATIONS FOR INFORMATION

9.1 Legal Expenditures

Report No. 25-2017 (Chief Executive Officer) relative to providing the Board of Health with information regarding legal fees incurred in 2016 was presented, for information. Due to the nature of the questions from the Members, the Board of Health determined that a closed session was in order.

Resolution No.: 43a-2017

MOVED BY: A. Ruberto
SECONDED BY: R. Harvey

THAT the Board of Health move in to a Closed Session to receive information relative to litigation or potential litigation, including matters before any administrative tribunals, affecting the Board.

CARRIED

The Board of Health moved in to a Closed Session at 1:46 p.m.

The following individuals left the meeting room:

Ms. L. Roberts, Director of Health Promotion
Mr. P. Avella, Manager of Information Systems and Property
Ms. L. Niskanen, Manager of Human Resources
Ms. L. Lawrence, Manager of Healthy Babies Healthy Children
Ms. S. Stevens, Executive Assistant and Secretary to the Board of Health

At 1:55 p.m. the Board of Health moved out of closed session and resumed regular business.

The following individuals returned to the meeting room:

Ms. L. Roberts, Director of Health Promotion
Mr. P. Avella, Manager of Information Systems and Property
Ms. S. Stevens, Executive Assistant and Secretary to the Board of Health

9. COMMUNICATIONS FOR INFORMATION (Continued)

9.2 Facilities Report

Report No. 25-2017 (Information Systems and Property), relative to providing the Board of Health with the 2016 maintenance and building costs associated with the Health Unit for 2016 was presented, for information.

9.3 BOH Meeting Expenses

Report No. 27-2017 (Chief Executive Officer), relative to providing the Board of Health with the 2016 Board of Health expenses approved by the Chief Executive Officer was presented, for information.

9.4 AAPI 2016 YE Report

Report No. 30-2017 (Medical Officer of Health), relative to providing the Board of Health with the 2016 Year End Accountability Agreement Performance Indicators was presented, for information.

9.5 Standards for Public Health Programs and Services

Dr. Janet DeMille, Medical Officer of Health, provided a presentation to the Board of Health relative to an update on the consultation process for the modernization of the Ontario Public Health Standards, including the input from the Thunder Bay District Health Unit that will be submitted in writing to the Ministry of Health and Long-Term Care. In addition, Dr. DeMille discussed the implications of the proposed changes to the Standards and responded to questions from the Board.

10. NEXT MEETING

The next regularly scheduled Board of Health meeting will be held on Wednesday, May 17, 2017, at 1:00 p.m.

11. ADJOURNMENT

Resolution No. 43c-2017

MOVED BY: J. McPherson
SECONDED BY: A. Brigham

THAT the Regular Board of Health meeting held on March 15, 2017, be adjourned at 2:32 p.m.

CARRIED

Chair, Board of Health

Chief Executive Officer

Recording Secretary