



BOARD OF HEALTH MEETING

MINUTES OF THE MEETING: November 21, 2018

TIME OF MEETING: 1:00 PM

PLACE OF MEETING: BOARDROOM - DOWNSTAIRS

CHAIR: MR. JOE VIRDIRAMO

BOARD MEMBERS PRESENT:

Ms. Alana Bishop
Mr. Andrew Brigham
Mr. Jay Daiter
Mr. Terry Fox
Mr. Norm Gale
Ms. Maria Harding
Mr. Richard Harvey
Mr. Bob MacMaster
Mr. James McPherson
Mr. Andy Major
Ms. Karen Morley
Mr. Aldo Ruberto
Mr. Roger Shott
Mr. Don Smith
Mr. Joe Virdiramo

ADMINISTRATION PRESENT:

Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
Dr. Emily Groot, Associate Medical Officer of Health
Ms. Lynda Roberts, Director of Health Promotion
Ms. Cheryl D'Angelo, Director of Health Protection
Mr. Lance Dyll, Director of Corporate Services
Mr. Dan Hrychuk, Manager of Finance
Ms. Alyson Jennings, Manager of Human Resources (A)
Ms. Carol Bold, Manager of Communications
Ms. Sarah Stevens, Executive Assistant and Secretary to the Board of Health

CALL TO ORDER

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

1. ATTENDANCE AND ANNOUNCEMENTS

The Chair welcomed all the guests in attendance.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. AGENDA APPROVAL

Resolution No. 102-2018

MOVED BY: M. Harding
SECONDED BY: A. Brigham

THAT the Agenda for the Regular Board of Health Meeting to be held on November 21, 2018, 2018, be approved, as amended.

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 October 17, 2018, to be approved.

Resolution No.:103-2018

MOVED BY: M. Harding
SECONDED BY: K. Morley

THAT the Minutes of the Thunder Bay District Board of Health Regular Session Meeting held on October 17, 2018, be approved as presented.

CARRIED

5.2 Thunder Bay District Board of Health Executive Committee

The Minutes of the Thunder Bay District Board of Health Executive Committee Regular and Closed Session Meetings held on October 10, 2018, and October 17, 2018, were presented for information.

6. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous minutes.

7. CLOSED SESSION

Resolution No.: 104a-2018

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

THAT the Board of Health move into closed session to receive information relative to labour relations and employee negotiations.

CARRIED

At 1:04 p.m. the Board of Health moved into closed session. The following individuals left the meeting room.

Ms. C. Bold, Manager of Finance
Ms. S. Stevens, Executive Assistant
All members of the media
All members of the public

At 1:28 p.m., the Board of Health moved out of closed session to resume regular business. The following individuals returned to the meeting room:

Ms. C. Bold, Manager of Finance
Ms. S. Stevens, Executive Assistant
All members of the media
All members of the public

8. DECISIONS OF THE BOARD

8.1 2019 Mandatory Core (Cost-Shared) Budget Approval

Report No. 55-2018 (Finance) relative to providing the Board of Health with the proposed 2019 Mandatory Core (Cost-Shared) Budget was presented. Dr. J. DeMille and Mr. L. Dyll provided additional information in a presentation and responded to questions.

The consensus of the Board was that all representatives should take every opportunity to advocate at the provincial level for equitable public health funding.

It was requested that a recorded vote be documented

Resolution No.: 105-2018

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

8. DECISIONS OF THE BOARD (Continued)

8.1 2019 Mandatory Core (Cost-Shared) Budget Approval

THAT with respect to Report No. 55-2018 (Finance) we recommend that the:

1. 2019 Mandatory Core (Cost-Shared) budget be approved at \$12,844,304 including 118.42 net full time equivalent (FTE) positions, for submission to the Ministry of Health and Long-Term Care (MOHLTC);
2. Municipal Levy be set at \$2,921,403;
3. Land Development Program budget be approved at \$190,371 Revenues and Expenditures, with 2.0 FTEs;
4. 100% Infectious Disease Control Initiative budget be approved at \$555,600 Revenues and Expenditures, with 5.0 FTEs, and submitted to the MOHLTC;
5. 100% Infection Prevention & Control Nurses budget be approved at \$90,100 Revenues and Expenditures, with 1.0 FTE, and submitted to the MOHLTC;
6. 100% Social Determinants of Health Nurses Initiative budget be approved at \$180,500 Revenues and Expenditures, with 2.0 FTEs and submitted to the MOHLTC;
7. 100% Needle Exchange Program Initiative budget be approved at \$124,600 and submitted to the MOHLTC;
8. 100% Healthy Smiles Ontario (HSO) budget be approved at \$475,600 Revenues and Expenditures, with 4.67 FTEs and submitted to the MOHLTC;
9. 100% Enhanced Food Safety (Haines Initiative) budget be approved at \$47,900 and submitted to the MOHLTC;
10. 100% Enhanced Safe Water Initiative budget be approved at \$15,500 and submitted to the MOHLTC;
11. 100% Chief Nursing Officer Initiative be approved at \$121,500 Revenues and Expenditures, with 1.20 FTEs and submitted to the MOHLTC;
12. Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required; and

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

8.1 2019 Mandatory Core (Cost-Shared) Budget Approval

13. Director of Corporate Services and Manager of Finance be authorized to arrange appropriate financing for the funding of the Health Unit operations, if required.

Bishop, Alana	Yea
Brigham, Andrew	Yea
Daiter, Jay	Yea
Fox, Terry	Nay
Gale, Norm	Yea
Harding, Maria	Yea
Harvey, Richard	Nay
MacMaster, Bob	Yea
Major, Andy	Yea
McPherson, James	Yea
Morley, Karen	Yea
Ruberto, Aldo	Yea
Shott, Roger	Nay
Smith, Don	Yea
Virdiramo, Joe	Yea

12 yeas – 3 nays

CARRIED

8.2 Reserve and Reserve Fund Strategy

Report No. 54-2018 (Finance) relative to providing the annual review and recommendations regarding the Reserve and Reserve Fund Strategy.

Resolution No.:106-2018

MOVED BY: M. Harding
SECONDED BY: K. Morley

THAT with respect to Report No. 54-2018 (Finance), we recommend that the Reserve Fund strategies and transfers be approved as presented;

AND THAT any year-end municipal surplus at December 31, 2018 be applied to replenish the \$10,000 withdrawal from the Program Contingency Reserve Fund for the contribution to the Thunder Bay Drug Strategy Community Partnership;

8. DECISIONS OF THE BOARD (Continued)

8.2 Reserve and Reserve Fund Strategy (Continued)

AND THAT \$13,500 from the Sick Pay Plan Allowance Reserve Fund be transferred to the Program Contingency Reserve Fund;

AND THAT the principal contribution limit for the Program Contingency Reserve be increased to \$300,000;

AND THAT the Program Contingency Reserve Fund By-Law be amended to allow the Board flexibility to fund ongoing initiatives and / or operational budget deficits by resolution only;

AND THAT any municipal surplus to a maximum of the principle contribution limit of \$300,000 be transferred to the Program Contingency Reserve Fund;

AND THAT any further remaining municipal surplus to a maximum of the principle contribution limit of \$2,000,000 be transferred into the Capital Expenditure Reserve Fund;

AND THAT any year-end surplus or deficit from the Land Development Program be transferred into or withdrawn from the Land Development Reserve Fund, respectively;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any related administrative requirements for the Reserve & Reserve Fund Strategy.

CARRIED

8.3 2019 Annual Meeting

Report No. 56-2018 (MOH/CEO) relative to recommendations for the date of the 2019 Board of Health Annual General Meeting.

Resolution No.: 107-2018

MOVED BY: K. Morley
SECONDED BY: M. Harding

THAT with respect to Report No. 56-2018 (MOH/CEO) we recommend that the 2019 Annual Meeting of the

8. DECISIONS OF THE BOARD (Continued)

8.3 2019 Annual Meeting (Continued)

Board of Health be held on Wednesday, January 16, 2019 at 1:00 p.m.;

AND THAT the 2019 Board of Health Meeting Schedule be presented at the Annual Meeting for approval.

CARRIED

8.4 Ontario Nurses Association – Collective Agreement

At the Board of Health (Closed Session) meeting held earlier in the day, Report No. 58-2018 (Human Resources) relative to recommendations for approval of the tentative agreement with the Ontario Nurses Association was presented.

At that time, the Board of Health was advised that the resolution contained in the report would be presented to the regular session for consideration.

Resolution No.: 104c-2018

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

THAT with respect to Report No. 58-2018 (Human Resources) the Board of Health ratifies the changes tentatively agreed to by both parties on November 16, 2018 to the Ontario Nurses Association members' collective agreement, effective January 1, 2017 to December 31, 2020.

CARRIED

9. COMMUNICATIONS FOR INFORMATION

9.1 Third Quarter Financial Statement

Report No. 57-2018 (Finance) relative providing the Board of Health with the Financial Statement and Variance Analysis for the Thunder Bay District Health Unit as of September 30, 2018, was presented for information.

9.2 Performance Review Update

Mr. J. Virdiramo, Chair, and Mr. J. Daiter, Vice Chair, provided a verbal report to the Board of Health with respect to the annual performance review of the Medical Officer of Health and Chief Executive Officer.

10. NEXT MEETING

The next Board of Health meeting will be held on Wednesday, January 16, 2019, at 1:00 p.m.

11. ADJOURNMENT

Resolution No. 108-2018

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

THAT the Regular Board of Health meeting held on November 21, 2018, be adjourned at 2:30 p.m.

CARRIED

Chair, Board of Health

Medical Officer of Health/Chief
Executive Officer

Recording Secretary