



BOARD OF HEALTH MEETING

MINUTES OF THE MEETING: FEBRUARY 13, 2019

TIME OF MEETING: 1:00 P.M.

PLACE OF MEETING: BOARDROOM – FIRST FLOOR

CHAIR: MR. JAMES MCPHERSON

BOARD MEMBERS PRESENT:

Ms. Alana Bishop
Mr. Andrew Brigham
Mr. Dave Hamilton
Ms. Deborah Harris Shallow
Ms. Maria Harding
Mr. John MacEachern
Mr. James McPherson
Ms. Karen O’Gorman
Ms. Kristen Oliver
Mr. Don Smith
Mr. Jim Vezina

REGRETS:

Mr. Norm Gale
Mr. Greg Vallance
Mr. Brian Hamilton

ADMINISTRATION PRESENT:

Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer
Ms. L. Roberts, Director of Health Promotion
Mr. L. Dyll, Director of Corporate Services
Ms. C. D’Angelo, Director of Health Protection
Ms. T. Rabachuk, Manager of Sexual Health and Harm Reduction
Ms. Janice Piper, Manager of Injury Prevention, Substance Misuse & Tobacco
Ms. Jennifer McFarlane, Manager of Family & School Health
Ms. Silva Sawula, Manager of Healthy Living
Ms. A. Jennings, Manager of Human Resources (A)
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 presented regrets from Mr. Vallance, and Mr. Hamilton and welcomed all members of the media in attendance.

2. DECLARATIONS OF INTEREST

There were no declarations of conflict of interest.

3. AGENDA APPROVAL

Resolution No. 10-2019

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

THAT the Agenda for the Regular Board of Health Meeting to be held on February 13, 2019, be approved.

CARRIED

4. INFORMATION SESSION

Ms. E. Sawula presented the Board of Health with information on the Rapid Risk Factor Surveillance System which was recently implemented in the Thunder Bay District and responded to questions.

5. MINUTES OF THE PREVIOUS MEETINGS

5.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health Meeting held on January 16, 2019, to be approved.

Resolution No.: 11-2019

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

THAT the Minutes of the Thunder Bay District Board of Health (Annual, Regular and Closed Session) Meeting held on January 16, 2019, 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

Resolution No.: 12a-2019

MOVED BY: A. Brigham
SECONDED BY: A. Bishop

7. BOARD OF HEALTH (CLOSED SESSION) MEETING (Continued)

THAT the Board of Health move in to a closed session to receive information relative to labour relations or employee negotiations.

CARRIED

At 1:18 p.m., the Board of Health moved in to closed session.

The following Individuals left the meeting room:

Ms. L. Roberts, Director – Health Promotion
Ms. C. D’Angelo, Director – Health Protection
Ms. T. Rabachuk, Manager – Sexual Health & Harm Reduction
Ms. J. Piper, Manager – Injury Prevention, Substance Misuse and Tobacco
Ms. Jennifer McFarlane, Manager – Family & School Health
Ms. Silva Sawula, Manager – Healthy Living
Ms. S. Stevens, Executive Assistant
All members of the media

At 1:55 p.m., the following individual also left the meeting room:

Ms. A. Jennings, Manager of Human Resources (A)

At 2:02 p.m., the Board of Health moved out of closed session to resume regular business. The following individuals returned to the meeting room:

Ms. L. Roberts, Director – Health Promotion
Ms. C. D’Angelo, Director – Health Protection
Ms. T. Rabachuk, Manager – Sexual Health & Harm Reduction
Ms. J. Piper, Manager – Injury Prevention, Substance Misuse and Tobacco
Ms. Jennifer McFarlane, Manager – Family & School Health
Ms. Silva Sawula, Manager – Healthy Living
Ms. S. Stevens, Executive Assistant
All members of the media

8. DECISIONS OF THE BOARD

**8.1 Northern Fruit and Vegetable Program
100% Funding Request**

Report No. 05-2019 (Family and School Health) relative to a proposal for funding for the implementation of the Northern Fruit and Vegetable Program in 2019-2020 was presented.

8. DECISIONS OF THE BOARD (Continued)

**8.1 Northern Fruit and Vegetable Program
100% Funding Request (Continued)**

Resolution No.: 13-2019

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

THAT with respect to Report No. 05-2019 (Family and School Health), we recommend that:

- The application for one-time 100% funding totaling \$218,363 for the continuation of the Northern Fruit and Vegetable Program in Thunder Bay and District be approved for submission to the Ministry of Health and Long-Term Care through the Annual Service Plan and Budget Submission process; and
- The Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

8.2 One-Time Funding Request - Northern Fruit and Vegetable Program - Understanding Our Food System Project

Report No. 04-2019 (Healthy Living) relative to a proposal for funding the implementation of the Northern Fruit and Vegetable Program - Understanding Our Food System Project in 2019-2020 was presented.

Resolution No.: 14-2019

MOVED BY: J. MacEachern
SECONDED BY: A. Bishop

THAT with respect to Report No. 04 - 2019 (Healthy Living), we recommend that:

- The application for one-time 100% funding totaling \$244,000 for the Northern Fruit and Vegetable Program Understanding our Food System project be approved for submission to the Ministry of Health and Long-Term Care; and

8. DECISIONS OF THE BOARD (Continued)

8.2 One-Time Funding Request - Northern Fruit and Vegetable Program - Understanding Our Food System Project (Continued)

- The Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

8.3 100% Funded Smoke-Free Ontario Strategy 2019 Annual Service Plan and Budget Submission Request

Report No. 07-2019 (Tobacco Program) relative to recommendations for approval of the annual Smoke-Free Ontario Strategy Budget was presented.

Resolution No.: 15-2019

MOVED BY: D. Hamilton
SECONDED BY: A. Bishop

THAT with respect to Report No. 07 - 2019 (Tobacco Program) we recommend that:

- the 100% Smoke-Free Ontario Strategy budget be approved at \$727,200 Revenues and Expenditures, with 6.70 FTE, and submitted to the Ministry of Health and Long-Term Care with the 2019 Annual Service Plan and Budget Submission requests for mandatory and related programs; and
- The Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required.

CARRIED

8.4 HIV Anonymous Testing Program Budget

Report No. 06 – 2019 (Sexual Health & Harm Reduction) relative to providing the Board of Health with the proposed HIV Anonymous Testing Program Budget from the AIDS Bureau of the Ministry of Health and Long-Term Care was presented.

8. DECISIONS OF THE BOARD (Continued)

8.4 HIV Anonymous Testing Program Budget (Continued)

Resolution No.: 16-2019

MOVED BY: M. Harding
SECONDED BY: D. Harris-Shallow

THAT with respect to Report No. 06 – 2019 (Sexual Health & Harm Reduction), we recommend that:

- The application of HIV Anonymous Testing Program Budget of \$60,271 be approved for submission to the Ministry of Health and Long-Term Care; and
- The Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

8.5 Harm Reduction Program Enhancement Funding

Report No. 08-2019 (Sexual Health and Harm Reduction) relative to the proposed Harm Reduction Enhancement Programming Budget for 2019 was presented.

Resolution No.: 17-2019

MOVED BY: A. Bishop
SECONDED BY: A. Brigham

THAT with respect to Report No. 08-2019 (Sexual Health and Harm Reduction Program), we recommend that:

- the Harm Reduction Program Enhancement budget be approved at \$250,000 Revenues and Expenditures, with 2.4 FTE, and submitted to the Ministry of Health and Long-Term Care with the Annual Service Plan and Budget Submission requests for mandatory and related programs; and
- the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required.

CARRIED

8. DECISIONS OF THE BOARD (Continued)

8.6 Indigenous Communities Public Health Programming Budget

Report No.10-2019 (Medical Officer of Health and Chief Executive Office) relative to the proposed Indigenous Communities Public Health Programming Budget for 2019 was presented.

Resolution No.: 18-2019

MOVED BY: D. Hamilton
SECONDED BY: A. Bishop

THAT with respect to Report No. 10-2019 (Medical Officer of Health and Chief Executive Officer), we recommend that:

- The 100% funded Indigenous Communities Public Health Programming budget be approved at \$400,000 Revenues and Expenditures, with 1.0 FTE, and submitted to the Ministry of Health and Long-Term Care with the 2019 Annual Service Plan and Budget Submission for mandatory and related programs;
- The Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process, as required.

CARRIED

8.7 PHI Student Practicum – One-time Funding Request

Report No. 09-2019 (Environmental Health) relative to a proposal for application of funding to provide an opportunity for a student Public Health Inspector (PHI) to complete their mandatory practicum was presented.

Resolution No.: 19-2019

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

THAT with respect to Report No. 09 – 2019 (Environmental Health), we recommend that:

- The application of a one-time request of \$10,000 for Public Health Inspector Student funding be approved for submission to the Ministry of Health and Long-Term Care (MOHLTC);

8. DECISIONS OF THE BOARD (Continued)

8.7 PHI Student Practicum – One-time Funding Request (Continued)

- AND THAT The Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

8.8 Designated Signing Officer

A memorandum from Dr. J. DeMille, MOH/CEO, dated February 7, 2019, and containing a resolution relative to the above noted was presented.

Resolution No.: 20-2019

MOVED BY: J. MacEachern
SECONDED BY: D. Hamilton

THAT with respect to the memorandum from Dr. J. DeMille, dated February 7, 2019, we recommend that Resolution No. 02-2019 relative to Report No. 01-2019 Appointment of Designated Board Member for Signing Authority, be amended by substitution of the member's name to read:

THAT with respect to Report No. 01-2019 (Medical Officer of Health and Chief Executive Officer) we recommend that the following Board member be granted signing authority for the Thunder Bay District Health Unit for a period of one year, commencing January 16, 2019, until the Board of Health's next Annual Meeting in 2020:

1. Kristen Oliver

CARRIED

8.9 Medical Officer of Health Coverage

A memorandum from Dr. J. DeMille, MOH/CEO, dated February 11, 2019, and containing a resolution relative to the above noted was presented.

Resolution No.: 21-2019

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

8. DECISIONS OF THE BOARD (Continued)

8.9 Medical Officer of Health Coverage (Continued)

THAT we approve the appointment of the Medical Officer of Health of the following health units to provide acting Medical Officer of Health coverage for the Thunder Bay District Health Unit on an as-needed basis, in accordance with Section 69 (1) of the Health Protection and Promotion Act:

- Algoma Public Health Unit
- North Bay Parry Sound District Health Unit
- Porcupine Health Unit
- Northwestern Health Unit
- Public Health Sudbury & Districts
- Timiskaming Health Unit

AND THAT Administration, including the MOH/CEO, be authorized to make the necessary arrangements for coverage when needed.

CARRIED

8.10 Labour Relations - CUPE

At the Board of Health (Closed Session) meeting held earlier in the day, information relative to establishing bargaining parameters for negotiations with the Canadian Union of Public Employees (CUPE) was presented.

At that time, the Board of Health was advised that a resolution relative to the above noted would be presented at the regular session for consideration.

Resolution No.: 12c-2019

MOVED BY: A. Brigham
SECONDED BY: A. Bishop

THAT with respect to labour negotiations with the Canadian Union of Public Employees (CUPE), we recommend that Administration proceed as directed.

CARRIED

9. COMMUNICATIONS FOR INFORMATION

9.1 Board of Health Agenda Schedule

A copy of the 2019 Board of Health Agenda Schedule, providing the standing agenda items by month, was presented for information.

10. NEXT MEETING

The next regularly scheduled Board of Health meeting will be held on Wednesday, March 20, 2019, at 1:00 p.m.

11. ADJOURNMENT

Resolution No. 22-2019

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

THAT the Regular Board of Health meeting held on February 13, 2019, be adjourned at 2:28 p.m.

CARRIED

Chair, Board of Health

Medical Officer of Health/Chief
Executive Officer

Recording Secretary