



Minutes of the Board of Health Regular Meeting
 Thursday, February 28, 2019
 Videoconference
 Board Room/Room C
 458 Laurier Blvd., Brockville/25 Johnston Street, Smiths Falls
 4:00 p.m. – 5:51 p.m.

Present:

Doug Malanka, Chair	Toni Surko
Candace Kaine, Vice Chair	Anne Warren
Bill Dobson	Ray Young
Jeff Earle	Absent: William Fayle
Peter McKenna	
Sherryl Smith	Paula Stewart, Medical Officer of Health
Doug Struthers	Heather Bruce, Executive Assistant

Tammy Anderson, HR Manager	Jane Hess, Director - HLD
Paul Armstrong, IT Supervisor	Jane Lyster, Director - CHP
Claire Farella, Manager - CHP	Elaine Murkin, Manager - HLD
Shani Gates, Director - QCIS	Katie MacMillan, Matt Williams

1. Call to Order

Doug Malanka called the meeting to order at 4:00 p.m. and welcomed everyone.

2. Traditional Land Acknowledgement Statement

Doug Malanka read the Traditional Land Acknowledgement Statement.

3. Approval of the Agenda

The agenda items were reviewed.

Motion: That the agenda of the February 28, 2019 Regular Meeting be approved as circulated.

Motion Carried.

Item 6.3.1. Investments will be discussed later on in the meeting.

4. Conflict of Interest Declaration

None declared.

5. Consent Agenda

Motion: The following items on the consent agenda be approved as circulated:

5.1. Approval of the Minutes from the Board of Health Regular Meeting held on January 24, 2019

5.2. *General Correspondence*

5.3. *MOH CEO Duty of Care Report*

5.4. *Governance and Quality Assurance Committee Duty of Care Report*
Motion Carried.

6. New Business:

6.1. 2019 Annual Service Plan Submission

The Health Unit will be submitting their 2019 Annual Service Plan which outlines how the Health Unit will address the Ontario Public Health Standards to the Public Health Branch of the Ministry of Health and Long-Term Care on April 1, 2019.

6.1.1. Healthy Living and Development Department

The report from Jane Hess, Director Healthy Living and Development, included the following Ontario Public Health Standards and associated programs and services. She highlighted that a lot of work will be done with community partners and municipalities.

- Chronic Disease Prevention and Well-Being: Healthy Eating; Healthy Active Living; Healthy Bodies Healthy Minds.
- Healthy Growth and Development: Oral Health; Parenting Support; Early Years Community Collaboration to Support Healthy Growth and Development; Prenatal Information and Education.
- Immunization: Assessing Student Immunization Requirements; Vaccine Administration; Immunization Outreach; Vaccine Management with Health Care Providers.
- Oral Health: Healthy Smiles Ontario Program; Student Oral Health Assessment and Follow-up.
- School Health: Healthy Schools Program.
- Substance Use and Injury: Smart Works Harm Reduction Program; Smoke Free Ontario Program; Comprehensive Tobacco Control Program; Cannabis, Alcohol and Illicit Substance Use Information, Education and Community Collaboration; Falls Prevention and Road Safety.

Board members expressed interest in knowing more about the rate of chronic diseases, including cancer, in Leeds, Grenville and Lanark. Dr. Stewart reported that several reports on the Health Unit website <https://healthunit.org/about/health-statistics-reports/> have information on the health of the population including chronic disease. In addition, a report is being prepared for the Annual Service Plan Submission that will include a comparison of the rates of chronic disease and other health problems for Leeds, Grenville, Lanark and the province as a whole.

Board members would like to see trends in program and service indicators (outputs and outcomes). These exist for some programs as the MOHLTC has required us to submit indicators for some programs for several years. They have identified some new indicators to report on 2018 activities.

The question was raised whether the MOHLTC Indicators can be used to compare this health unit to other health units. This can be done for some programs that are the same for all Health Units.

Jane Hess highlighted some of the new or innovative programs and services for 2019 including the Walking School Bus Project and working on developing transportation plans with municipalities. Under the school vision standard, which is new this year, there will be school base screening for all of senior kindergarten. Vaping in youth is a big issue and the health unit can provide support to municipalities with new Smoke Free Ontario information. Regarding cannabis we promote low risk cannabis use guidelines and support legislative requirements as directed and support municipalities. We are working on supporting Planet Youth in Lanark, a community-based initiative to create resiliency young people.

ACTION: Jane Hess will send to municipalities and board members the name of their municipal liaison Public Health Nurse.

6.1.2. Community Health Protection Department

Jane Lyster gave some highlights for the year advising that the MOHLTC has made key policy changes in the Ontario Public Health Standards and instituted modernized regulations.

- Emergency Management: Municipal Collaboration; Public Information; Health Unit Preparedness to Detect, Mitigate and Respond.
- Food Safety: Outbreak Management; Food Premise Inspection; Public Information; Incident Response.
- Healthy Environments: Health Hazard Detections and Response; Public and Partner Information; Inspections; Municipal Collaboration.
- Infectious and Communicable Disease: Public and Health Care Provider Information; Sexual Health Services; Case and Outbreak Management; Monitoring Ticks and Mosquitoes; Management of Infection Control Lapses; Animal Bite Follow-up; Inspections.
- Safe Water: Monitoring Beaches, Small Drinking Water Systems; Access to Private Well Water Testing; Public Information; Testing Recreational Water Sites; Responding to Adverse Water Events.

Several changes in provincial regulations linked to Food Safety and Safe Water will require more work for Public Health Inspectors in 2019. Another new area is the enforcement of new provincial regulations for Personal Service settings and the inspection of infection control lapses in health care provider settings.

ACTION: Jane Lyster will send brochures about the upcoming workshop on safe food production and handling for home based food premises to municipal offices.

In terms of deciding where to focus our work, Dr. Stewart advised that we have obligations to enforce provincial legislation and regulations for safe food and water, and infection prevention and control including immunization. We prioritise high risk situations when resources are limited. Work on health promotion is based on the Ontario Public Health Standards considering community assets and its needs, evidence of an effective intervention, interest of our partners in working on it together, and the availability of our

resources. The Board also has a role to advocate for provincial policy and funding that can help deal with important public health concerns in a community.

6.2. Report from Governance and Quality Assurance Committee

Doug Malanka referred to the briefing note and its recommendations.

6.2.1. Committee Chair and Vice Chair

Motion: That: Anne Warren be a member of the Governance and Quality Assurance Committee and that she be appointed Chair of the Committee;

And That: Sherryl Smith be appointed Vice Chair, Governance and Quality Assurance Committee.

Motion Carried.

6.2.2. Orientation

Board members will be asked to complete a fluid survey outlining their needs for orientation to help shape the Board Orientation Day, and participate in visits with staff members to learn about health unit programs and services.

6.2.3. Skills Inventory

Board members that did not complete the Board Skills Inventory survey are encouraged to participate.

6.3. Report from Finance, Audit, Property and Risk Management Committee

6.3.1. Investment Report

Mr. Derrick Dixon from the Graham-Dixon Group/BMO Nesbitt Burns, our new Investment Manager, attended the Finance, Audit, Property and Risk Management Committee meeting and reviewed the current investment portfolio. BMO Nesbitt Burns is making changes to align to the health units needs and what is acceptable as far as ethically sound investment options.

6.3.2. Board Stipend

P. Stewart reviewed the briefing note prepared for the Board.

Motion: That: Board of Health Policy V-05 be revised to state that the rate of remuneration paid by a board of health to a member of the board of health shall not exceed the highest rate of remuneration of a member of a standing committee of a municipality within the health unit served by the board of health;

And That: The Board stipend for 2019 be the same as 2018.

Motion Carried.

6.3.3. Brockville Roof Repair

Dr. Stewart reviewed the briefing note.

Motion: That: The Board of Health approve the use of up to \$50,000 from the reserve in order to complete the necessary repair/replacement of the rubber roof membrane, as well as recommended repairs or related parts of the roof at the Brockville Health Unit site;

And That: An application be made to the Community Infrastructure Renewal Fund through the Ministry of Health and Long-Term Care in order to obtain funding for the roof repair.

Motion Carried.

6.3.4. Proposals to MOHLTC for Increases to Base and One-Time Funding

The management team has identified things that would have the biggest impact on programs. Increases to base and one time funding have to be submitted to the ministry by April 1, 2019. A request was made for the overall cost of IT services at the health unit. It is 4.5% of our total budget.

Motion: That: The Board of Health approve the submission of the base funding and one time requests as outlined in Table 1 and 2 of the Briefing Note.

Motion Carried.

6.4. Update from alPHa Conference

Candace Kaine reviewed the report she prepared from the alPHa morning session. The 2019 AGM for alPHa will be held from June 9-11 at the Four Points Hotel in Kingston. We can have more than one board member share a registration that way it cuts down on expenses and have as many members attend as possible.

ACTION: Heather Bruce will send an email out to members asking if they are interested in attending the alPHa AGM in June. The number of members attending will be discussed at the next Governance and Quality Assurance Committee meeting.

Doug Struthers and Peter McKenna gave a verbal update from the alPHa afternoon session. The focus was on the liability of directors and was a three hour long presentation with slides.

ACTION: Heather Bruce will send the presentation slides to members.

Paula Stewart has meetings with the Chair and Vice Chair to plan Board of Health meetings. Board members can send ideas for Board meetings to the Chair or to Heather Bruce for discussion. Ideas for generative discussions would go to the Governance and Quality Assurance Committee.

7. Time, Date and Location of Next Meeting:

- Thursday, April 18, 2019 at 4:00 pm by videoconference

8. Adjournment

Motion: That the meeting adjourn at 5:51 p.m.

Motion Carried.

Doug Malanka, Chair

Date

Heather Bruce, Executive Assistant

Date

c: Board members