



Minutes of the Board of Health Regular Meeting
 Thursday, June 20, 2019
 Videoconference
 Board Room/Room C
 458 Laurier Blvd., Brockville/25 Johnston Street, Smiths Falls
 4:00 p.m. – 6:00 p.m.

Present:

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

Paul Armstrong, IT Supervisor	Rebecca Kavanagh, Manager - HLD
Jackie Empey, Business Manager	Jane Lyster, Director - CHP
Shani Gates, Director - QCIS	
Jane Hess, Director - HLD	W. Lowrie, Jill Hicks, Jillian Bergeron

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. Doug Malanka added item 8.1. discussion at Counties Council regarding delegations at AMO.

Motion: That the agenda of the June 20, 2019 Regular Meeting be approved as amended.

Motion Carried.

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 April 18, 2019

5.2. Approval of the Minutes from the Board of Health Special Meeting held on June 6, 2019

5.3. General Correspondence

5.4. MOH/CEO Duty of Care Report

5.5. Governance and Quality Assurance Committee Duty of Care Report

5.6. Report from the Finance, Audit, Property and Risk Management Committee

5.6.1. Q1 Financial Statement

5.6.2. Summary of Health Unit Wide Risk Management

5.6.3. Update on Roof Repairs

5.6.4. Municipal Levy Policy

Motion Carried.

6. Program Update: Oral Health Program

R. Kavanagh gave an update on the oral health program advising that about 35.4% of our population have no access to dental insurance. The biggest target group are those with the lowest income who typically visit the emergency room, with statistics from 2017 showing over 2,000 visits to our local emergency department. The Health Unit has an emergency adult treatment fund which triages adults looking for dental coverage. Clients are given \$300 to see a dental provider of their choice and are then assessed by the dentist and work out a payment plan with them. The number of clients a dentist takes is limited.

On May 23, 2019 a webinar was held regarding the new Ontario Senior Dental Care Program for people over 65 with a single net income of \$19,300 or for a couple, with a net income of \$32,300 or less. They must be a resident of Ontario and can't have access to any other insurance to qualify. They will need to apply through a central registration process and confirm household income with CRA, and once approved they will receive a card. We will work in collaboration with our community health centres to deliver the program.

The school screening program to identify children in need of treatment that is reported to the ministry was also discussed along with the Healthy Smiles Ontario program. Young people that don't have good oral health present a health issue from both a mental and physical point of view. The question was raised if we track referrals to CHEO for dental caries?

ACTION: Rebecca Kavanagh will check with our epidemiologist to see how many referrals were made to CHEO for dental caries in our area.

7. New Business:

7.1. Report from the Finance, Audit, Property and Risk Management Committee

7.1.1. Finance Committee Vice Chair

Motion: That Bill Dobson be appointed Vice Chair of the Finance, Audit, Property and Risk Management Committee.

Motion Carried.

7.1.2. Audit Report

Motion: That the 2018 Audited Statement be approved.

Motion Carried.

Serena Fortin joined the meeting and the Statement of Financial Position as of December 31, 2018 was reviewed. No problems were identified during the audit. The Management Letter and recommendations were reviewed by the group:

- Payroll Cycle – Recommendation to have a division of duties so that one person does not have access to the entire payroll cycle. A safeguard is in place in having a manager involved in approving payroll before being released to EFT batch which are detective controls. There is a plan in place to change the payroll software this year, so next year the issue will be resolved.
- Budgeting on a PSAB basis – Recommend including amortization costs in the 2018 budget.
- Long Term Financial Plan – Recommend the continuing development of a long term financial plan which allows the Health Unit to ensure the future affordability of its infrastructure.

8. Report from June alPHa Conference

Board members Sherryl Smith, Anne Warren, Candace Kaine and Doug Malanka attended the alPHa conference, along with Paula Stewart. alPHa will be circulating a report from the conference shortly. A large part of the conference was the passing of resolutions and an update has been circulated to members.

ACTION: Board members will discuss observations further when the full conference report has been received from alPHa.

ACTION: A letter will be written from the Board of Health thanking the government for implementing the Ontario Senior Dental Care Program.

9. Terms of Reference for RPHE Transition Committee

Motion: That the Terms of Reference for the RPHE Transition Committee be approved as circulated.

Motion Carried.

The suggestion was made to review the slides from Dr. David William's presentation at alPHa once it is circulated from alPHa, to adopt some of the language to help identify and frame what ministry expectations are around the RPHE for the Transition Committee.

9.1. Appointment of Chair/Vice Chair

Motion: That Toni Surko be appointed as Chair of the RPHE Transition Committee;

And That: Peter McKenna be appointed as Vice Chair of the RPHE Transition Committee.

Motion Carried.

10. MOH Verbal Report

Paula Stewart's MOH Verbal Report will be appended to the minutes.

Motion: That the Board of Health Regular Meeting adjourn.

Motion Carried.

ACTION: Meeting procedure for motions in and out of camera will be discussed at the September meeting.

11. In-camera:

The motion to move in-camera was read at 5:42 p.m.

Motion: That: This Board move into a closed session of the Board of Health due to the following: Personal matters about an identifiable individual, including municipal or local board employees.

Motion Carried.

The rise and report was read at 5:50 p.m.

Motion: That: This closed session rise and report.

Motion Carried.

11.1. Human Resources

Motion: That the Board approve that all non-union staff, except the Medical Officer of Health/CEO, be given a 2019 annual salary increase of 1.5% effective April 1, 2019.

Motion Carried.

12. Time, Date and Location of Next Meeting:

- Thursday, September 19, 2019

13. Adjournment

Motion: That the meeting adjourned at 6:00 p.m.

Motion Carried.

Doug Malanka, Chair

Date

Heather Bruce, Executive Assistant

Date

c: Board members