



SOUTH EAST TRANSITION TEAM MINUTES (OPEN MEETING)

Wednesday, July 3, 2024

KFL&A Public Health

10:00

(Boardroom)

In Person: Councillors: Judy Greenwood-Speers, Sean Kelly, Peter McKenna, Jeff McLaren, Bill Roberts, Nathan Townend; Mayors: Robin Jones, Jan O'Neill; Medical Officers of Health: Drs. Linna Li, Piotr Oglaza; Provincial Representatives: Stephen Bird, Wess Garrod, Toni Surko

Virtual: Councillor Michael Kotsovos

Regrets: Dr. Ethan Toumishey, Dr. Jeffrey Allin

1. CALL TO ORDER

Chair Garrod called the meeting to order at 10:00 a.m.

2. LAND ACKNOWLEDGEMENT

Chair Garrod read the KFL&A Public Health's territorial acknowledgement.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

No conflicts of interest were declared in the open meeting.

4. APPROVAL OF AGENDA

It was **MOVED** by Councillor J. Greenwood-Speers and **SECONDED** by Mayor J. O'Neill **THAT** the South East Transition Team approve the agenda for the open meeting of July 3, 2024.

CARRIED

5. APPROVAL OF PREVIOUS OPEN MEETING MINUTES

It was **MOVED** by Mayor J. O'Neill and **SECONDED** by Councillor N. Townend **THAT** the South East Transition Team approve the minutes of the open meeting of June 11, 2024.

CARRIED

6. BUSINESS ARISING FROM MINUTES

No business arising was noted in the open meeting.

7. REPORTS FROM THE MEDICAL OFFICERS OF HEALTH / BOARDS OF HEALTH

Dr. L. Li provided an overview of the Tri-Executive meeting of June 13, 2024. To be prepared for a potential Ministry decision later in the summer, discussions took place to address many operational items that need to be in place for a successful merger, including:

- The process of creating a merger office that will take on the project management, change management and directly support teams during and into the transition into a new entity. A management representative from each

of the three agencies will join the merger office to support the coordination of the transition activities. These three management representatives will have the support of a project manager, administrative assistant, culture officer and quality officer.

- A request for proposal was completed to hire a contractor to do an Information Technology infrastructure assessment of the three agencies. It was noted that this analysis will be extremely useful regardless of the merger, but that any further steps will be dependent on the Ministry approving the merger proposal.
- Human resources and finance teams from the three agencies have sourced and are participating in software demonstrations.
- The three agency's are reviewing the terms of reference for employees without union affiliation.
- The corporate services directors from the public health agencies are meeting monthly to review critical operational components that will need to be in place before or on January 1, 2025.

Mayor R. Jones requested that, going forward, these reports be provided as a one-page bullet point summary.

8. CLOSED MEETING

It was MOVED by Councillor N. Townend and SECONDED by Councillor B. Roberts THAT the South East Transition Team convene in closed meeting for the purposes of a discussion as it relates to Section 239 (2) of the Municipal Act, and more specifically,

- (b) personal matters about an identifiable individual, including municipal or local board employees;**
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a Province or territory or a Crown agency of any of them.**

CARRIED

9. MOTIONS ARISING FROM CLOSED MEETING

It was MOVED by Mayor J. O'Neill and SECONDED by Councillor J. Greenwood-Speers THAT staff be directed to carry out decisions made in the Closed meeting.

CARRIED

- 10. DATE OF NEXT MEETING** – July 25, 2024 (10-3) at 458 Laurier Blvd, Brockville, ON.
August 13, 2024 (10-3) at 179 North Park St, Belleville, ON.

11. ADJOURNMENT

It was MOVED by Mayor J. O'Neill and SECONDED by Councillor S. Kelly THAT the South East Transition Team meeting of July 3, 2024, be adjourned (2:25 PM).

CARRIED