

PERTH DISTRICT HEALTH UNIT BOARD

October 18, 2017

The Board of Health of the Perth District Health Unit met on the above date at 9:37 am at the Perth District Health Unit, Stratford, Ontario.

Members present: Teresa Barresi; Helen Dowd; Bonnie Henderson; Anna Michener; Bill Osborne; Mert Schneider; Kathy Vassilakos; and Bob Wilhelm.

Member regrets: Marilyn Ohler

Staff present: Dr. Miriam Klassen, Medical Officer of Health; Julie Pauli, Business Administrator; Tracy Allan-Koester, Director of Community Health; Donna Taylor, Director of Health Protection and Irene Louwagie (Recorder)

Teresa Barresi, Chair presiding.

Agenda Approval

Moved by: Helen Dowd

Seconded by: Mert Schneider

**That the agenda for today's meeting be adopted as amended.
Carried.**

Pecuniary Interest

There were no disclosures of pecuniary interest.

Adoption of Minutes

Moved by: Helen Dowd

Seconded by: Bob Wilhelm

**That the minutes of the previous meeting dated September 20, 2017 be adopted as presented.
Carried.**

Closed Meeting

Moved by: Helen Dowd

Seconded by: Kathy Vassilakos

**That we go into Closed Meeting at 9:42 am to discuss labour relations and legal matters.
Carried.**

Anna Michener arrived at 9:53 am.

The Board reconvened in open meeting at 10:15 am.

Moved by: Bob Wilhelm

Seconded by: Kathy Vassilakos

**That the Board gave direction to staff that they have read the Huron County Health Unit Audit report and the report does not impact the decision on continuing with the merger. The Transitional Board will be recommended to adopt best practices with regard to organizational standards.
Carried.**

Moved by: Helen Dowd
Seconded by: Bill Osborne

That the Board recommend the potential candidate be submitted to the Province for consideration for the Provincial Board representative position pending a satisfactory reference check.
Carried.

Moved by: Kathy Vassilakos
Seconded by: Bob Wilhelm

That the Board ratify the ONA agreement and Memorandum of Settlement for 2017-2018 and that the Board Chair and Secretary be authorized to sign.
Carried.

Business Arising

- a. Amalgamation Steering Group Update
Dr. Miriam Klassen, Medical Officer of Health updated members on the work of the Amalgamation Steering Group.

Moved by: Helen Dowd
Seconded by: Bill Osborne

That members of the Transitional Board for Perth District Health Unit consist of Miriam Klassen; Julie Pauli; Teresa Barresi; Bob Wilhelm; Kathy Vassilakos and Anna Michener as the alternate.
Carried.

New Business

- a. Report of the Finance & Personnel Committee dated October 18, 2017.

Moved by: Bill Osborne
Seconded by: Kathy Vassilakos

That the report from the Finance & Personnel Committee dated October 18, 2017 be Adopted.
Carried.

- b. Provincial Representative
Julie Pauli, Business Administrator thanked Marilyn Ohler for her service on the Board.
- c. Board Luncheon
The Board Staff Luncheon will be held on Wednesday, December 20, 2017 at 12:00 noon at River Gardens Retirement Residence.
- d. United Way Campaign
The United Way committee for the Perth District Health Unit is once again seeking Board approval for a grand prize of a day off with pay into perpetuity.

Moved by: Helen Dowd
Seconded by: Kathy Vassilakos

That the Board grant a day off with pay for a grand prize for the United Way campaign on an annual basis.
Carried.

- e. Staff Report – The Food Environment in Recreation Settings
Tracy Allan-Koester, Director of Health Protection presented a written report on The Food Environment in Recreation Settings.

Moved by: Kathy Vassilakos
Seconded by: Mert Schneider

That the Board adopt a position to support current and future efforts to enhance the availability of healthy food in recreation settings.

Carried.

- f. Staff Report – Expert Panel
Miriam Klassen, Medical Officer of Health presented a written report on the Expert Panel.

Moved by: Kathy Vassilakos
Seconded by: Bob Wilhelm

That the Board endorse the staff report and provide feedback to the Honorable Dr. Eric Hoskins, Minister of Health and Long Term Care and copy the Deputy Minister; Associate Deputy Minister; Assistant Deputy Minister; Chief MOH; Public Health Ontario; AMO; City of Toronto; and Boards of Health.

Carried.

- g. Board Policy 4-10 Staffing of Health Unit
h. Board Policy 4-50 Personnel Files
j. Board Policy 4-40 Position Descriptions

Moved by: Bonnie Henderson
Seconded by: Bob Wilhelm

That the Board approve the following Board policies as presented:

Board Policy 4-10 Staffing of Health Unit

Board Policy 4-50 Personnel Files

Board Policy 4-40 Position Descriptions Carried.

- i. Perth 2017 Indicator Summary Table
Miriam Klassen, Medical Officer of Health presented the Perth 2017 Indicator Summary Table for information purposes.

Business Administrator Report

- a. Account Transactions – September 2017
Julie Pauli, Business Administrator presented the accounts for the period ending September 2017.

Moved by: Helen Dowd
Seconded by: Bob Wilhelm

That the accounts totaling \$812,452.06 for September 2017 be adopted as presented.
Carried.

b. Financial Report – September 30, 2017

Moved by: Helen Dowd

Seconded by: Bill Osborne

**That the Financial Report for September 30, 2017, 2017 be adopted as presented.
Carried.**

c. Comparison of Mileage Rates

Julie Pauli, Business Administrator presented a written report entitled “Comparison of Mileage Rates”.

Moved by: Mert Schneider

Seconded by: Bob Wilhelm

**That the Board retain the current mileage rate of 49¢ per kilometer until
March 31, 2018 pending further review in 6 month’s time.
Carried.**

d. Forms – Conflict of Interest and Declaration of Confidentiality

Members were asked to complete the Conflict of Interest and Declaration of Confidentiality forms.

MOH Report

Dr. Miriam Klassen, Medical Officer of Health presented a written report for October 18, 2017 which included advocating for public health; preparing for possible health system changes; continuing to strengthen focus on social determinants of health and health equity and staff updates.

Staff Updates:

- a temporary full-time Public Health Nurse started September 28, 2017
- a casual Public Health Nurse started October 16, 2017

Moved by: Kathy Vassilakos

Seconded by: Bob Wilhelm

**That the Board receive the October 18, 2017 Medical Officer of Health report.
Carried.**

Correspondence

- a. Peterborough re Legalization of Cannabis
- b. Middlesex-London re Fluoride Varnish Programs for Children at Risk for Dental Caries
- c. OOHA Report on Access to Public Dental Programs
- d. alPHA re 2017 Fall Symposium
- e. Health System Integration

Moved by: Bill Osborne

Seconded by: Mert Schneider

**That the Board receive correspondence items for information purposes.
Carried.**

Next Meeting

The next regular meeting of the Perth District Health Unit Board will be held on Wednesday, November 22, 2017 at 9:30 am.

The next Finance & Personnel Committee meeting will be held on Wednesday, November 22, 2017 at 9:00 am.

Adjournment

Moved by: Bob Wilhelm
Seconded by: Kathy Vassilakos

That we now adjourn.

Carried.

Meeting adjourned at 10:54 am.

Public Announcements

- archive article on Public Health in the Beacon Herald (Helen Dowd)
- Random Act of Kindness Day – November 3, 2017 (Helen Dowd)
- November is Falls Prevention month (Bob Wilhelm)
- Rotary Complex – October 19 from 7:00 – 9:00 pm – Affordable Housing (Bonnie Henderson)

Teresa Barresi; Anna Michener; Mert Schneider and Bob Wilhelm left the meeting.

Education Session

Glenda Blair, Public Health Nurse presented an Education Session on *“Baby Friendly Initiative (BFI)”*.

Respectfully submitted,

Teresa Barresi, Chair