

PERTH DISTRICT HEALTH UNIT BOARD

February 21, 2018

The Board of Health of the Perth District Health Unit met on the above date at 10:05 am at the Spruce Lodge, Conference Room #1.

Members present: Teresa Barresi; Helen Dowd; Walter McKenzie; Anna Michener; Bill Osborne; Paul Robinson; Kathy Vassilakos and Bob Wilhelm

Member regrets: Bonnie Henderson

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

Staff regrets: Tracy Allan-Koester, Director of Community Health;

Teresa Barresi, Chair presiding.

Agenda Approval

Moved by: Walter McKenzie

Seconded by: Bob Wilhelm

**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: Kathy Vassilakos

**That the minutes of the previous meeting dated January 17, 2018 be adopted as presented.
Carried.**

Business Arising

a. Amalgamation Steering Group Update

Dr. Miriam Klassen, Medical Officer of Health presented minutes from the Amalgamation Steering Group dated December 21, 2017.

New Business

a. Emergency Response Preparedness Report and Board Training

Dale Lyttle, Senior Public Health Inspector presented the Emergency Response Preparedness Report and Board Training.

b. Report of the Finance & Personnel Committee dated February 21, 2018

Moved by: Bob Wilhelm

Seconded by: Kathy Vassilakos

That the report from the Finance & Personnel Committee dated February 21, 2018 be adopted, including the following modifications to the original 2018 budget:

Increase to base budget.....	\$202,326
One-time funding requests	\$122,985
Increase 100% Provincial Budget Related by.....	\$ 15,024
Carried.	

- c. 2018 Annual Conference
- d. Board Policy 4-140 and Procedure 4-150 Workplace Harassment
- e. Board Policy 4-200 Bad Weather Days
- f. Board Policy 4-210 Working from Home
- g. Board Policy 4-220 Leaves of Absence – Approval

Moved by: Helen Dowd
Seconded by: Anna Michener

That the Board approve the following Board Policies and Procedures:

Board Policy 4-140 Workplace Harassment (as presented)

Board Procedure 4-150 Workplace Harassment (as amended)

Board Policy 4-200 Bad Weather Days (as amended)

Board Policy 4-210 Working from Home (as amended)

Board Policy 4-220 Leaves of Absence – Approval (as presented)

Carried.

Business Administrator Report

- a. Account Transactions – December 29-31, 2017; January 2018
Julie Pauli, Business Administrator presented the accounts for the period ending December 29-31, 2017 and January 2018.

Moved by: Helen Dowd
Seconded by: Paul Robinson

That the accounts totaling \$222,004.02 for December 29-31, 2017 and \$635,788.81 for January 2018 be adopted as presented.

Carried.

- b. Financial Report – January 31, 2018
Julie Pauli, Business Administrator presented the financial report for the period ending January 31, 2018.

Moved by: Walter McKenzie
Seconded by: Kathy Vassilakos

That the Financial Report for January 31, 2018 be adopted as presented.

Carried.

- c. Legal Counsel

Moved by: Helen Dowd
Seconded by: Bob Wilhelm

That the Board approve seeking external legal advice from a law firm outside of Skinner, Dunphy, Bantle & Burdett for purposes of the Smoke-Free Ontario reviews.

Carried.

MOH Report

Dr. Miriam Klassen, Medical Officer of Health presented a written report for February 21, 2018 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 Student Public Health Inspector was hired effective January 5 – April 27, 2018
- Communications Manager became a job share effective February 5, 2018

Moved by: Kathy Vassilakos

Seconded by: Helen Dowd

That the Board receive the February 21, 2018 Medical Officer of Health report.

Carried.

Correspondence

- a. Northwestern re Roadmap for Change

The Board requested further information on the PDHU perspective.

- b. Middlesex-London re Nutritious Food Basket

- c. alPHa re “The Hidden Epidemic: The Opioid Overdose Emergency in Fraser Health”

Moved by: Walter McKenzie

Seconded by: Paul Robinson

That the Board receive correspondence items b and c for information purposes.

Carried.

Next Meeting

The next regular meeting of the Perth District Health Unit Board will be held on Wednesday, March 21, 2018 at 9:30 am in the Multi A.

Adjournment

Moved by: Kathy Vassilakos

Seconded by: Bob Wilhelm

That we now adjourn.

Carried.

Meeting adjourned at 11:10 am.

Public Announcements

- Women’s Night on April 7, 2018 (Helen Dowd)

Respectfully submitted,

Teresa Barresi, Chair