

ALGOMA PUBLIC HEALTH BOARD MEETING
SEPTEMBER 22, 2015
SAULT STE MARIE ROOM A&B 1ST FLOOR, APH SAULT STE. MARIE
MINUTES

PRESENT: Ian Frazier Candace Martin Lee Mason Dennis Thompson

TELECONF: Sue Jensen

OFFICIALS	Acting Medical Officer of Health	Dr. Penny Sutcliffe
PRESENT:	Chief Executive Officer	Tony Hanlon, Ph.D.
	Chief Financial Officer	Justin Pino
	Director of Human Resources and Corporate Services	Antoniette Tomie
	Director of Community Services	Laurie Zeppa
	Director of Clinical Services	Sherri Cleaves
	Board Secretary	Christina Luukkonen

1) CALL TO ORDER

Mr. Mason called the meeting to order at 5:01 pm.

DECLARATION OF CONFLICT OF INTEREST

Mr. Mason called for conflicts of interest; none were presented.

2) ADOPTION OF AGENDA dated September 22, 2015

2015-118 Moved: I. Frazier
 Seconded: C. Martin
 THAT the agenda items dated September 22, 2015 be adopted as circulated.
 CARRIED.

3) ADOPTION OF THE MINUTES

2015-119 Moved: C. Martin
 Seconded: D. Thompson
 THAT the minutes of the Board of Health meeting dated June 17, 2015, be adopted as circulated; and

 THAT the minutes of the Special Meeting of the Board of Health dated June 29, 2015, be adopted as circulated; and

 THAT the minutes of the Special Meeting of the Board of Health dated August 6, 2015, be adopted as circulated.
 CARRIED.

4) DELEGATIONS/PRESENTATIONS

a) No presentations were presented.

5) BUSINESS ARISING FROM MINUTES

a) Governance Standing Committee Terms of Reference

Final copy of the Governance Standing Committee Terms of Reference was presented to the Board for approval. A few minor changes were suggested.

2015-120	Moved:	I. Frazier
	Seconded:	C. Martin

THAT the Board of Health approves the Terms of Reference for the Governance Standing Committee as amended.

CARRIED.

b) Algoma Public Health Performance Monitoring Plan

Final copy of the Algoma Public Health Performance Monitoring Plan was presented to the Board for approval.

2015-121 Moved: S. Jensen
 Seconded: C. Martin

THAT the Board of Health approves the Algoma Public Health Performance Monitoring Plan as presented.

CARRIED.

6) REPORTS OF COMMITTEES

a) Finance and Audit Committee

Mr. Frazier, Chair of the Finance and Audit Committee, provided a verbal report to the Board of Health. Budget completion is set for November 2015. On September 18, 2015 the Ministry held a teleconference with all health units, executive teams and board of health chairs to outline the changes in the new funding model. The new funding model will be population based. Based on the new funding formula only 8 health units in the province were approved for a 2% increase to their base budgets. The remaining 28 health units received a 0% increase to their base budgets. Algoma Public Health was among the 28 health units. There will be opportunities for one-time funding that we will be planning to apply for. Base funding for the next three years have been flat lined while our budget realigns with the new model. The complete report from the ministry was included in the addendum and was distributed to Board members prior to the start of the meeting. The Ministry will be conducting one-on-one teleconferences with each health units to discuss these changes.

Dr. Sutcliffe informed the Board that this has not been well favoured by the 28 health units that have been flat lined. There is a need to advice on the needs of the community as well.

b) Governance Standing Committee

Mr. Frazier, Chair of the Governance Standing Committee, provided a verbal report to the Board of Health. The Committee met once over the summer. Going forward the Committee will be looking at the board matrix and what if any training is needed or available. There is an opportunity for the Board to participate in a community governance training hosted by the Children's Rehabilitation Centre Algoma in October. More information on the workshop was provided to the Board members in the addendum its 11c).

A survey to the Board members will be sent out to identify what they feel are the priority professional development needs.

The province is in the process of hiring a consultant to assist in identifying what skill based board governance model they may be adopting and the related professional development needs for all public health boards.

7) REPORTS OF OFFICERS/PROGRAM MANAGERS:

a) Medical Officer of Health/Chief Executive Officer:

Dr. Hanlon updated the Board on how things have been going since he started in the position on August 31, 2015. Dr. Hanlon and Dr. Sutcliffe had the opportunity to meet with the City of Sault Ste. Marie Mayor Christian Provenzano and MPP David Oraziotti. Dr. Hanlon also advised the Board members that he will be visiting each of the district offices in the next couple of weeks to meet with staff and will be arranging meetings with other mayors from the municipalities.

Dr. Sutcliffe highlighted from the report the tobacco cessation initiative to reduce smoking rates by 5% in 5 years in the district of Algoma that APH is developing. As well as the Healthy Kids Challenge the City of Sault Ste. Marie and Thessalon were awarded.

Dr. Hanlon thanked the staff and the Board for their support during this transition period.

Questions were answered to the satisfactory of the Board

2015-122 Moved: D. Thompson

Seconded: I. Frazier

THAT the report of the Acting Medical Officer of Health and Chief Executive Officer for the month of September 2015 be adopted as presented.

CARRIED.

b) Chief Financial Officer/Director of Operations:

i) Financial Statements for the Period Ending: August 31, 2015

Mr. Pino highlighted his report that was included in the Board package. The Finance and Audit committee reviewed the report at their meeting on September 18, 2015 and recommend it for approval.

2015-123 Moved: C. Martin

Seconded: I. Frazier

THAT the financial reporting for the period ending August 31, 2015 be adopted as presented.

CARRIED.

2015-124 Moved: I. Frazier
Seconded: D. Thompson

THAT the Board accepts the Algoma Public Health Financial Statements for the period ending August 31, 2015 for the following programs:

Public Health Programs

Public Health

Public Health (Capital)

Community Health Programs

Healthy Babies Healthy Children

HBHC Screening Liaisons

Child Benefits Ontario Works

Dental Benefits Ontario Works

Early Years Development (NP Clinic11)

Miscellaneous Calendar

Healthy Community Partnership

Northern Ontario Fruit and Vegetable Program

Brighter Futures for Children

Infant and Child Development
Preschool Speech and Language
Nurse Practitioner
Genetics Counselling
Community Mental Health
Community Alcohol and Drug Assessment
Remedial Measures
Diabetes
Miscellaneous Fiscal

CARRIED.

2015-125 Moved: C. Martin
 Seconded: D. Thompson
 THAT the Board of Health approves the annual reconciliation for the Infant
Development Program for the year ending March 31, 2015 as presented.

CARRIED.

8) New Business/General Business

a) Ontario Public Health Organizational Standards Compliance Checklist/Attestation

The compliance checklist was shared with Board members that Algoma Public Health was required to complete for the Ministry. There are five items that we are not in compliance with but APH is currently working corrective actions.

The Board requested the information that was submitted to the Ministry evidence for these incomplete items. This information will be made available for Board members via email before the next board meeting.

b) Board Evaluation Summary

A Summary of the monthly Board evaluations was provided to the Board in their Board package for their review. The yearly evaluation summary was emailed to Board members as it was missing in the Board packages. Copies will be provided for Board members at the next meeting in October.

c) 02-05-010 – Board Minutes and Packages – Posting/Circulation/Retention

Copies of the revised policy were provided in the Board package and changes were highlighted.

2015-126 Moved: I. Frazier
 Seconded: D. Thompson
 THAT the Board of Health approves the changes to policy 02-05-010 Board Minutes
and Packages – Posting/Circulation/Retention as presented.

CARRIED.

d) 02-05-070 – In-Committee Material – Posting/Circulation/Retention

Copies of the new policy were provided in the Board packages. Policy identifies our current practice.

2015-127 Moved: C. Martin
 Seconded: D. Thompson
 THAT the Board accepts the changes to as presented.

CARRIED.

e) Bylaw 95-1 – To Regulate the Proceedings of the Board of Health

Board members were asked to review and send your comments or suggestions to Ms. Luukkonen. Feedback will be compiled and the Governance Committee will review at their next meeting and present the revised bylaw to the Board.

Ms. Luukkonen will let everyone know once the date is set for the next Governance Meeting.

f) 02-05-060 – Freedom of Information Policy

Ms. Martin moved to defer the approval of the policy 02-05-060 – Freedom of Information. A briefing note will be provided at the October Board meeting explaining the purpose of the policy.

2015-128 Moved: C. Martin

Seconded: D. Thompson

THAT the Board of Health defers the approval of Policy 02-05-060 Freedom of Information until the October 2015 Board meeting.

CARRIED.

g) 02-05-030 – Board Member Code of Conduct

The Governance Committee will be reviewing our current code of conduct policy. The Board is being asked to forward any suggestions to the Ms. Luukkonen. Ms. Luukkonen will compile the feedback for the Governance Committee to review and a final draft will be presented to the Board for approval in October.

h) Healthy Babies Healthy Children Program

Dr. Hanlon spoke to the briefing note provided in the Board package. A resolution is being presented to the Board to support a letter to the minister to advocate for improved funding for the program.

2015-129 Moved: I. Frazier

Seconded: D. Thompson

WHEREAS the Healthy Babies Healthy Children (HBHC) program is a 100% funded Ministry of Child and Youth Services (MCYS) program provided by all 36 Ontario Boards of Health; and

WHEREAS the HBHC goals are to promote optimal physical, cognitive, communicative and psychosocial development in children through effective prevention and early intervention services for families as well as to act as a catalyst for coordinated, effective, integrated system of services and supports for healthy child development and family well-being through partnership and collaboration with a network of services providers; and

WHEREAS collective agreement settlements, travel costs, pay increments and accommodation costs have increased the costs of implementing the HBHC program, the management and administration costs of which are already offset by the cost-shared budget for provincially mandated programs; and

WHEREAS Algoma Public Health has not received a budget increase in the Healthy Babies Healthy Children (HBHC) Program since 2008; and

WHEREAS the HBHC program has made every effort to mitigate the outcome of the funding shortfall, this has becoming increasingly more challenging and will result in the discontinuation of weekend services in the HBHC program.

THEREFOR BE IT RESOLVED THAT the Algoma District Board of Health supports a letter to the Minister of Children and Youth Services to advocate to fully fund all program costs related to the HBHC Program; and

FURTHER THAT this motion be forwarded to the Association of Local Public Health Agencies, the Chief Medical Officer of Health and all Ontario Boards of Health.

CARRIED.

i) Public Health Support for a Basic Income Guarantee

Dr. Hanlon spoke to the briefing note provided in the Board Package. A resolution is being presented to the Board to endorse the concept of a basic income guarantee.

Questions were raised by Board members and the Board inquired if there are any reports or resources that could be reviewed that support this strategy.

Dr. Sutcliffe informed the Board that there is support from the Association of Local Public Health Agencies and the Canadian Medical Association.

Ms. Zeppa spoke to the work that the Health Equity nurses have been working on.

There was no mover for a resolution.

j) Call to Action – Reducing Smoking Rates in the District of Algoma

Dr. Hanlon and Ms. Zeppa spoke to the briefing note provided in the Board package.

2015-130

Moved: C. Martin

Seconded: D. Thompson

WHEREAS Algoma Public Health is committed to preventing disease and promoting the health of individuals and communities in the Algoma District; and

WHEREAS the incidence of lung and bronchus cancer for the district of Algoma is significantly higher than that of the province of Ontario; and

WHEREAS the 2011-2012 cycle of the Canadian Community Health Survey, identifies current smokers, age 12 or older who have smoked at least 100 cigarettes in their lifetime and have smoked in the past 30 days, as 23.6% in Algoma compared to 17.8% for Ontario; and

WHEREAS supporting a call to action to reduce smoking rates by 5% in 5 years will bring Algoma's smoking rates more in line with the provincial average and help to reduce health inequities in the prevention of cancer; and

WHEREAS a collaboration with key partners and municipalities to address the smoking rate will promote a systems approach to ensuring access of all residents of Algoma to quit smoking assistance and support a collective impact on reducing smoking rates in Algoma; and

WHEREAS continued efforts to prevent youth from starting to smoke remains vital, the proposed 5% reduction in smoking rates over five years can only be achieved by

significantly increasing the successful quit attempts among people who currently smoke; and

WHEREAS Algoma has the potential to become Ontario's "cessation innovation accelerator" where new ideas emerging from stakeholders and from research evidence are tested to meet the challenging goal of reducing smoking rates for Algoma and the Province.

THEREFORE BE IT RESOLVED THAT the Board of Health of Algoma endorses the concept of a district-wide goal to reduce smoking rates by 5% over the next 5 years; and

FURTHER THAT in keeping with APH's endorsement of a district-wide goal, supports the development of a strategy that engages community partners including those from health care, education, and the private sector to support the implementation of a 5 year smoking reduction plan across the district; and
FURTHER THAT Algoma Public Health supports the development of an internal and external branded communication strategy directed at smokers to make quit smoking attempts; and

FURTHER THAT the Board of Health of Algoma endorses a proposal submission in partnership with the Ontario Tobacco Research Unit to the Ministry of Health to fund a 5 year smoking reduction strategy; and

FURTHER THAT APH requests municipalities and townships across Algoma to support a district-wide strategy by passing resolutions that support a call to action to reduce smoking rates by 5% over the next 5 years.

CARRIED.

k) Prenatal Postnatal Nurse Practitioner Program

A revised briefing note was distributed to the Board members at the beginning of the meeting. Dr. Hanlon and Ms. Zeppa spoke to this briefing note. At one time there was a need for the Nurse Practitioner Program at Algoma Public Health. The position has been vacant for over a year now and the community need has declined.

Questions were raised on the impact to Algoma Public Health with the loss of position. Dr. Hanlon explained that the position is currently vacant so there is not staffing impact.

2015-131 Moved: D. Thompson
 Seconded: I. Frazier

WHEREAS Algoma Public Health has been operating since June 2014 in the absence of a Prenatal and Postnatal Nurse Practitioner program.

WHEREAS indicators show no recent growth in the number of unique clients, new clients and client visits. Additionally, survey results of Algoma Public Health clients suggest over 80% of pregnant women and women with children under the age of 5 have primary health care coverage.

WHEREAS key stakeholders and residents of Sault Ste. Marie have not expressed a community need for this program at Algoma Public Health.

THEREFORE BE IT RESOLVED that Algoma Public Health recommends the withdrawal of the Prenatal and Postnatal Nurse Practitioner program from Sault Ste. Marie services.

CARRIED.

9) CORRESPONDENCE/ITEMS FOR INFORMATION:

- a) Letter to Hon. Wynne from Perth District Health Unit Re: Health and Physical Education Curriculum
- b) Letter to Hon. MacCharles from Sudbury & District Health Unit Re: Healthy Babies Healthy Children Program
- c) Letter to Hon MacCharles from Grey Bruce Health Unit Re: Healthy Babies Healthy Children Program
- d) Letter to Hon. Hoskins from Sudbury & District Health Unit Re: Enforcement of the Immunization of School Pupils' Act
- e) Letter to Hon. Wynne from Sudbury & District Health Unit Re: Northern Ontario Evacuations of First Nations Communities
- f) Letter to Hon. Wynne from Grey Bruce Health Unit Re: Northern Ontario Evacuation of First Nations Communities
- g) Letter to Hon. Harper from Durham Region Re: National Alcohol Strategy Advisory Committee
- h) Letter to Hon. Hoskins from Ontario Physicians Re: Basic Income Guarantee for Ontario
- i) Letter to Mr. MacLean, Town of Thessalon from Dr. Hoskins Re: In Support of APH resolution to maintain preventive oral health services
- j) Letter to Hon. Hoskins from Grey Bruce Health Unit Re: Smoke Free Multi-Unit Housing

10) ITEMS FOR INFORMATION

- a) Association of Local Public Health Agencies (alPHA) News Release – June 19, 2015
- b) Memo from Chief Medical Officer of Health - Amendments to Food Safety Protocol
- c) Memo from Chief Medical Officer of Health – Amendments to the Emergency Preparedness Protocol
- d) Grey Bruce Resolution on Bruce Grey Food Charter
- e) New Integrated Dental Program Update
- f) Thank you Card from Sandra Laclé

11) ADDENDUM:

2015-132 Moved: I. Frazier

Seconded: C. Martin

THAT the Board accepts the items on the addendum.

11) Addendum

- a) Provincial Public Health Funding
- b) Electronic Means of Participation of Local Boards
- c) Board Development Workshop – October 24, 2015
- d) d) Board of Health Orientation Manual Updates – Items for replacement in Orientation Binder

CARRIED.

a) Provincial Public Health Funding

Documents were distributed to Board members for their review. This is an ongoing discussion with the ministry.

- Letter from the Minister of Health and Long-Term Care to Algoma Public Health Board of Health Chair dated September 4, 2015
- Memo: Update on Public Health Funding Review dated September 4, 2015
- Final Report of the Funding Review Working Group dated December 2013
- Appendix 1 – Funding Review Working Group Field Input Responses

b) Electronic Means of Participation of Local Boards

Dr. Sutcliffe spoke to the letter received from Wellington-Dufferin-Guelph Public Health to the Ministry regarding participating by electronic means at local board meetings. Being shared as information there is no change in our practice. There is a difference in interpretation of the Act.

- Letter to the Ministry of Municipal Affairs and Housing from Wellington-Dufferin-Guelph Public Health dated September 10, 2015.
- Letter to Wellington-Dufferin-Guelph Medical Officer of Health from the Interim Chief Medical Officer of Health dated June 30, 2015
- Resolution from Wellington-Dufferin-Guelph BoH Meeting September 9, 2015

c) Board Development Workshop – October 24, 2015

Hosted by The Children's Rehabilitation Centre Algoma Board of Directors

Background was provided to the Board on the upcoming Board workshop in October. If any Board members are interested in attending please let Ms. Luukkonen know by Thursday, September 24, 2015.

d) Board of Health Orientation Manual Updates – *For replacement in Orientation Binder.*

- 02-05-065 – Algoma Board of Health Reserve Fund
- Bylaw 95-2 – To Provide for Banking and Finance
- Bylaw 95-3 – To Provide for the Duties of the Auditor of the Board of Health
- Bylaw 2015-1 – To Provide for the Management of Property
- 2015 alPHa Orientation Manual for Board of Health

Copies of revised policies and bylaws that were previously approved were provided to Board members to replace in their Board Orientation and Reference Manual.

12) THAT THE BOARD GO INTO COMMITTEE: 6:30pm

Agenda items:

a) Adoption of In-Committee minutes dated September 22, 2015

2015-33 Moved: I. Frazier

Seconded: C. Martin

THAT the Board goes into committee.

CARRIED.

13) THAT THE BOARD GO INTO OPEN MEETING @ 6:51pm

2015-135 Moved: I. Frazier

Seconded: D. Thompson

THAT the Board goes into open meeting.

CARRIED.

14) Resolution Resulting From In-Committee Session

There were no resolutions resulting from In-Committee Session to be passed in open meeting.

15) ANNOUNCEMENTS:

Next Board Meeting: To be Announced

16) THAT THE MEETING ADJOURN: 6:56 pm

2015-136 Moved: I. Frazier

Seconded: S. Jensen

THAT the meeting adjourns.

CARRIED.

Lee Mason, Chair

Christina Luukkonen, Secretary

Date

Date