

**ALGOMA PUBLIC HEALTH BOARD MEETING**  
**NOVEMBER 25, 2015 @ 5:00 pm**  
**PRINCE MEETING ROOM, 3<sup>RD</sup> FLOOR, APH SSM**  
**MINUTES**

<b>PRESENT:</b>	Ian Frazier	Lee Mason	Sue Jensen
<b>TELECONF:</b>	Dennis Thompson	Candace Martin	
	Acting Medical Officer of Health		Dr. Penny Sutcliffe
<b>OFFICIALS</b>	Chief Executive Officer		Tony Hanlon, Ph.D.
<b>PRESENT:</b>	Chief Financial Officer		Justin Pino
	Director of Human Resources and Corporate		Antoniette Tomie
	Director of Community Services		Laurie Zeppa
	Director of Clinical Services		Sherri Cleaves
	Board Secretary		Christina Luukkonen

**1.0 Meeting Called to Order: 5:01 pm**

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

1.1 Declaration of Conflict of Interest

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

**2.0 Adoption of Agenda Items Dated November 25, 2015**

2015-154 Moved: S. Jensen

Seconded: I. Frazier

THAT the agenda items dated November 25, 2015 be adopted as circulated

**CARRIED.**

**3.0 Adoption of Minutes of Previous Meeting Dated**

2015-155 Moved: C. Martin

Seconded: I. Frazier

THAT the minutes of the meeting dated October 28, 2015 be adopted as circulated.

**CARRIED.**

**4.0 Delegations/Presentations.**

4.1 Emergency Planning and Preparedness Exercise – Jonathon Bouma, Manager of Environmental Health

Copies of Mr. Bouma's presentation were provided in the Board's package. Each municipality conducts risk assessments to help create an emergency plans. When identifying a hazard each municipality looks at the severity of the risk and the likelihood of it happening. Once our plan has been finalized it will be uploaded to our website.

**5.0 Business Arising from Minutes**

No business arising from previous minutes.

## 6.0 Reports to the Board

### 6.1 Acting Medical Officer of Health and Acting Chief Executive Officer Report

Dr. Hanlon commended all the staff for their hard work over the last week in response to the IPAC lapse that occurred in Sault Ste. Marie. We have had calls from Barrie and Toronto in response to our media release. This shows that our outreach is working.

The Board inquired if the activities highlighted in the Board report were available to the District. Ms. Zeppa and Ms. Cleaves explained that most programs are available in the district offices but that some of the activities may differ depending on what the committees decide to do. All resources available in the Sault are shared with the district offices to promote messaging and activities relevant to the individual communities.

Ms. Zeppa will follow-up with an update on district activities for the National Teen Driver Safety Week promotion.

2015-156 Moved: D. Thompson  
Seconded: S. Jensen

THAT the report of the Acting Medical Officer of Health and CEO for the month of November 2015 be adopted as presented.

**CARRIED.**

### 6.2 Finance and Audit Committee Report

Mr. Frazier highlighted the report that was included in the Board package.

i) Financial Statements for the Period Ending October 31, 2015

ii) Community Accountability Planning Submission

2015-157 Moved: S. Jensen  
Seconded: D. Thompson

THAT the Finance and Audit report for the month of November 2015 be adopted as presented including the approval of the Financial Statements for the period ending October 31, 2015 and the Community Accountability Planning Submission.

**CARRIED.**

iii) 2016 Public Health Operating Budget

Mr. Frazier highlighted areas affected by the 0% increase from the ministry and the plan to provide a balanced budget for the health unit for 2016; which includes a 4.5% increase to municipality levies.

2015-158 Moved: I. Frazier  
Seconded: S. Jensen

THAT the Board of Health approves the 2016 Public Health Operating Budget as presented.

**CARRIED.**

### 6.3 Governance Standing Committee Report

Mr. Frazier highlighted the report provided in the Board package. The Governance committee received their first strategic directions report from the Executive team and is recommending two revised board policies for approval.

i) Policy 02-05-025 – Board Member Remuneration

ii) Policy 02-05-010 – Board Minutes -Posting -Circulation

2015-159      Moved:            C. Martin  
                    Seconded:        S. Jensen

THAT the Governance Standing Committee report for the month of November 2015 be adopted as presented including the approval of policies 02-05-025 – Board Member Remuneration and 02-05-010 – Board Minutes – Posting Circulation

**CARRIED.**

## **7.0 New Business/General Business**

### **7.1 Christmas Eve Closure**

Past years the Board of Health has approved the closing of all APH offices at 12:00 noon on December 24, 2015. Dr. Hanlon is again making this request.

2015-160      Moved:            D. Thompson  
                    Seconded:        I. Frazier

THAT Board of Health approves the closure of all Algoma Public Health Offices on December 24, 2015 at 12:00pm and going forward grants the MOH/CEO authorization to approve at their discretion.

**CARRIED.**

### **7.2 Public Health Funding Model**

2015-161      Moved:            S. Jensen  
                    Seconded:        C. Marten

THAT the Algoma Public Health Board of Health endorse the correspondence and Resolution concerning the public health funding formula, passed October 30, 2015 from the alPHa Board of Directors and other health units.

AND FURTHER THAT the Algoma Public Health Board of Health call on the Ministry of Health and Long Term Care to increase investments in public health, ensuring Ontarians benefit from a world-class public health system within Ontario's transformed Health system;

AND FURTHER THAT, this resolution be forwarded to the Premier of Ontario, the Minister of Health and Long-Term Care, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, alPHa, Local MPs and MPPs, All Municipalities in Algoma and All Ontario Boards of Health. ADMA

**CARRIED.**

### **7.3 Smoke-Free Multi Unit Housing**

2015-162      Moved:            D. Thompson  
                    Seconded:        I. Frazier

WHEREAS tobacco use is the leading cause of preventable death and disability in Canada, accounting for the deaths of approximately 13,000 people in Ontario alone each year; and

WHEREAS the U.S. Department of Health and Human Services identifies that exposure to SHS among children and adults causes a range of adverse health effects, including premature death and disease; and

WHEREAS second-hand smoke kills 1,000 Canadians annually; and

WHEREAS approximately one-third of Ontarians living in multi-unit housing (MUH) report regular exposure to second-hand smoke that originates in neighbouring units, and 80% would choose a smoke-free building if the choice existed; and

WHEREAS many individuals living in multi-unit dwelling are forced to breathe their neighbour's smoke with their only course of action to move which is not always an option for people with disabilities, older adults or those with limited incomes; and

WHEREAS indoor air studies show that, depending on the age and construction of a building, up to 65% of the air in a private residence can come from elsewhere in the building; and

WHEREAS 31.1% of residents who live in multi-unit housing in the North East Ontario Tobacco Control Area Network region report tobacco smoke entering their home in past 6 months; and

WHEREAS Algoma Public Health has previously consulted with and supported the Ontario Finnish Resthome Association and the Sault Ste. Marie Housing Corporation (SSMHC) both of whom have successfully implemented smoke-free housing policies;

Now Therefore be it resolved that the Board of Health of Algoma endorses the following actions and policies to reduce the exposure of second-hand smoke in multi-unit housing:

- 1) Encourage all landlords and property owners of multi-unit housing to voluntarily adopt no-smoking policies in their rental units or properties;
- 2) All future private sector rental properties and buildings developed in Ontario should be smoke-free from the onset;
- 3) Encourage public/social housing providers to voluntarily adopt no-smoking policies in their units and/or properties;
- 4) All future public/social housing developments in Ontario should be smoke-free from the onset.
- 5) Encourage the Ontario Ministry of Housing to develop government policy and programs to facilitate the provision of smoke-free housing.

**CARRIED.**

## 7.4 Electronic Board Management Software

2015-163      Moved:      S. Jensen  
                      Seconded:      I. Frazier

THAT the Board of Health approves the purchase of an electronic board management system and required hardware.

**CARRIED.**

## **8.0 Correspondence Items**

*All items have been previously emailed to all Board members*

### **8.1 Electronic Participation at Board Meetings**

- Letter to the Association of Local Public Health Agencies from Peterborough County-City

### **8.2 Food Security**

- Letter to Minister Jaczek from Peterborough County-City HU

### **8.3 Healthy Babies Healthy Children**

- Letter to Minister MacCharles from Wellington Dufferin Guelph Public Health

### **8.4 Nutritious Food Baskets**

- Letter to Minister Matthews from Wellington Dufferin Guelph Public Health
- Letter to Ontario Society of Nutrition Professionals in Public Health from Peterborough County
- Letter to Minister MacCharles

### **8.5 Public Health Funding**

- Letter to Minister Hoskins from Elgin St. Thomas Public Health
- Letter to Minister Hoskins from the Association of Public Health Agencies (alPHa)
- Letter to Minister Hoskins from Township of Hornepayne

### **8.6 Smoke-Free Housing**

- Resolution from Northwestern Health Unit

## **9.0 Items for Information**

### **9.1 Finance and Audit Committee Minutes dated:**

October 14, 2015, October 22, 2015 and October 28, 2015

### **9.2 Governance Standing Committee Minutes dated:**

October 14, 2015

## **10.0 Addendum**

**No items on the addendum**

## **11.0 That The Board Go Into Committee 5:43**

2015-164 Moved: I. Frazier

Seconded: S. Jensen

THAT the Board of Health goes into committee.

### **Agenda Items:**

11.1 Adoption of previous in-committee minutes dated October 28, 2015

11.2 Personnel Matter

**CARRIED.**

## **12.0 That The Board Go Into Open Meeting 6:20pm**

2015-165 Moved: I. Frazier

Seconded: C. Marten

*THAT the Board of Health goes into open meeting*

**CARRIED.**

## **13.0 Resolution Resulting From In-Committee Session - None**

**14.0 Announcements:**

Next Board Meeting:

January 27, 2016 @ 5:00pm

Sault Ste. Marie Room A&B, 1<sup>st</sup> Floor, Algoma Public Health, Sault Ste. Marie

Winter Prelude

December 4, 2015

Grand Gardens, Dennis St.

**15.0 That The Meeting Adjourn**

2015-166      Moved:      I. Frazier

Seconded:      S. Jensen

*THAT the Board of Health meeting is adjourned*

**CARRIED.**

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**Lee Mason, Chair**

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**Christina Luukkonen, Secretary**

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**Date**

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**Date**