

**ALGOMA PUBLIC HEALTH - BOARD OF HEALTH MEETING
MINUTES
JANUARY 25, 2017 @ 5:00 pm
SAULT STE MARIE ROOM A&B 1ST FLOOR, APH SSM**

PRESENT:

Board Members	APH Executives
Patricia Avery	Dr. Marlene Spruyt
Deborah Greystone	Justin Pino
Ian Frazier	Antionette Tomie
Lee Mason	Laurie Zeppa
Dr. Heather O'Brien	Sherri Cleaves
Dennis Thompson	Christina Luukkonen

Medical Officer of Health/CEO
Chief Financial Officer
Director of HR and Corporate Services
Director of Health Promotion & Prevention
Director of Health Protection & Prevention
Board Secretary

TELECONFERENCE: Dr. Lucas Castellani Sue Jensen

REGRETS: Candace Martin

1.0 Meeting Called to Order

Dr. Spruyt called the meeting to order at 5:03pm.

- a. Declaration of Conflict of Interest
Dr. Spruyt called for conflicts of interest; none were declared.

2.0 Election of Officers

- a. Appointment of Chair of the Board
Dr. Spruyt called for nominations for the position of Board Chair.

Mr. Frazier nominated Mr. Mason.
Dr. O'Brien seconded the nomination.
Mr. Mason accepted the nomination.

Dr. Spruyt called for any other nominations.
Dr. Spruyt called for any other nominations.

There being no further nominations, the nominations for Algoma Public Health Board of Health Chair for 2017 was closed.

Mr. Mason was acclaimed Board Chair for the year 2017

2017-01 Moved: I. Frazier
Seconded: H. O'Brien
THAT the Algoma Public Health Board of Health appoints Lee Mason as Chair for the Board of Health for the year 2017.

CARRIED

b. Appointment of First Vice-Chair of the Board

Mr. Mason called for nominations for the position of Board First Vice-Chair and Chair of the Finance and Audit Committee.

Mr. Thompson nominated Mr. Frazier
Dr. Avery seconded the nomination.
Mr. Frazier accepted the nomination.

Mr. Mason called for any other nominations.
Mr. Mason called for any other nominations.

There being no further nominations, the nominations for Algoma Public Health Board of Health First Vice-Chair for 2017 was closed.

Mr. Frazier is acclaimed Board First Vice-Chair and Finance and Audit Committee Chair for the year 2017.

2017-02 Moved: D. Thompson
 Seconded: P. Avery

THAT the Algoma Public Health Board of Health appoints Ian Frazier as First Vice-Chair of the Board of Health and Chair of the Finance and Audit Committee for the year 2017.

CARRIED

a. Appointment of Second Vice-Chair of the Board

Mr. Mason called for nominations for the position of Board Second Vice-Chair and Chair of the Governance Standing Committee

Dr. Avery nominated Dr. O'Brien
Dr. O'Brien declined the nomination at this time.

Mr. Frazier nominated Ms. Graystone.
Dr. O'Brien seconded the nomination.
Ms. Graystone accepted the nomination.

Mr. Mason called for any other nominations.
Mr. Mason called for any other nominations.

There being no further nominations, the nominations for Algoma Public Health Board of Health Second Vice-Chair for 2017 was closed.

Ms. Graystone is acclaimed Board Second Vice-Chair and Chair of the Governance Standing Committee for 2017.

2017-03 Moved: I. Frazier
 Seconded: H. O'Brien

THAT the Algoma Public Health Board of Health appoints Deborah Graystone as Second

Vice-Chair of the Board of Health and Chair of the Governance Standing Committee for the year 2017.

CARRIED

b. Appointment to Finance and Audit Committee

Mr. Mason asked for nominations to the Finance and Audit Committee

Mr. Mason provided a brief outline of committee roles and responsibilities. The next Finance and Audit Committee meeting is scheduled for February 8, 2017 at 4:30 pm. If anyone is interested they can forward their name to the Board Chair or Ms. Luukkonen.

Dr. O'Brien nominated Mr. Thompson.

Mr. Thompson accepted the nomination.

c. Appointment to Governance Standing Committee

Mr. Mason asked for nominations to the Governance Standing Committee

Mr. Mason provided a brief outline of committee roles and responsibilities. The next Governance Standing Committee meeting is scheduled for February 8, 2017 at 5:30 pm. If anyone is interested they can forward their name to the Board Chair or Ms. Luukkonen.

Dr. Avery nominated Dr. O'Brien

Dr. O'Brien accepted the nomination

3.0 Adoption of Agenda Items

2017-04 Moved: P. Avery

Seconded: H. O'Brien

THAT the Agenda items dated January 25, 2017 be adopted as circulated.

CARRIED

4.0 Adoption of Minutes

2017-05 Moved: I. Frazier

Seconded: D. Graystone

THAT the Board of Health minutes for the meetings dated November 23, 2016 be adopted as amended.

CARRIED

5.0 Delegations/Presentations

a. Food Safety

Mr. Bouma Program Manager for Environmental Health presented to the Board on Food Safety. A copy of the presentation was provided in the agenda package. Mr. Bouma highlighted the new Healthy Menu Choices Act that came into effect January 1, 2017. Establishments with more than 20 franchises will be required to provide customers with specific calorie information.

Questions were asked to the satisfactory of the Board.

6.0 Business Arising from Minutes

Pharmacy Flu Vaccine Reporting

Dr. Spruyt advised the Board that the pharmacies ordering their own vaccine this year is a pilot project with the Ministry. The Board had requested a resolution to come forward regarding the reporting of vaccine statistics to their health unit. At this time Dr. Spruyt felt that it is premature and we should wait until the pilot project has completed and evaluation is provided. The Board agreed to wait and re-evaluate the need to pass a resolution.

7.0 Reports to the Board

a. Medical Officer of Health and Acting Chief Executive Officer Report

Dr. Spruyt spoke to her report that was provided in the agenda package. She provided an update on the presentation to Plummer Addition and confirmed that other presentations are confirmed over the next couple of months. Dr. Spruyt spoke of her visit to the Blind River office and an upcoming visit to the Elliot Lake office. A Wawa visit is being scheduled for when weather will permit.

Dr. Spruyt discussed an upcoming meeting with the City of SSM mayor on our resolution regarding contraband tobacco.

Dr. Spruyt informed the Board of a concern in Elliot Lake regarding the removal of fluoride from their water. We have received a request for representatives from APH to sit on a panel discussion. A meeting is currently being planned.

Dr. Spruyt talked about the “Push for Change” event that is taking place in Sault Ste. Marie on February 1, 2017. Joe Roberts began “The Push for Change” in an effort to end youth homelessness. He is currently walking across Canada while pushing a shopping cart and will be making a stop in SSM on February 1, 2017. The Algoma Leadership Table in Sault Ste. Marie is organizing and supporting this event. Local agencies have been asked to sponsor grocery carts that will be used in a race event on Gore St. APH staff are currently campaigning amongst themselves to sponsor a grocery cart. He will also be walking through Wawa.

Questions were asked to the satisfaction of the Board members.

2017-06 Moved: H. O'Brien
Seconded: D. Graystone

THAT the report of the Medical Officer of Health and Chief Executive Officer for the month of January 2017 be adopted as presented.

CARRIED

b. Financial Reports

Mr. Pino spoke to the financial statements that were included in the agenda package. The Board discussed surplus funds. Questions were answered to the satisfactory of the Board.

Mr. Pino presented the Community Accountability Planning Submission (CAPS) report to the Board for their review. The CAPS is a planning document between health service providers and the LHINs. Our current 3 year agreement is being extended for an extra year.

Financial Controls Checklist

The Financial Controls Checklist is a tool for evaluating financial controls while also promoting effective and efficient business practices. The checklist is completed yearly and submitted to the Ministry.

2017-07 Moved: P. Avery

Seconded: D. Graystone

THAT the Financial Statements for the Period Ending November 30, 2016 be accepted as presented; and

THAT the Board of Health reviewed and accepts the Community Accountability Planning Submission (CAPS) report as presented; and

THAT the Board of Health reviewed and accepts the 2016 Financial Controls Checklist for the Board of Health for the District of Algoma Health Unit.

CARRIED

8.0 New Business/General Business

a. 2017 Agency Insurance Renewal

Mr. Pino spoke to the agency insurance renewal briefing note provided in the agenda package. Our current policy is set to expire on February 14' 2017. A resolution was put forth to the Board to approve the policy as presented and the Finance & Audit Committee will then review the policy to ensure coverage is adequate and any changes can be made going forward.

The Board discussed options for tendering for a new broker and/or insurer. The Finance and Audit Committee will explore this option further for next renewal.

2017-10 Moved: D. Graystone

Seconded: H. O'Brien

THAT the Board of Health approves the 2017 insurance coverage policy including an increase to the Liability for Directors' Officers to \$5,000,000 for Algoma Public Health as presented.

CARRIED

9.0 Correspondence Items

All correspondence items were emailed to Board members as well as copies were included in their Board packages.

a. 2016 Ontario Public Health Standards Modernization/Review

- i. Letter to Ms. Wood from Grey Bruce Health Unit dated November 25, 2016

b. A Public Health Approach to the Legalization of Cannabis - *APH Resolution 2016-94*

- i. Resolution from Prince Township dated December 13, 2016

c. Alcohol Policy

- i. Letter to alPHA from Northwestern Health Unit dated November 1, 2016

- d. Basic Income Guarantee**
 - i. Letter to Ministers Jaczek and Ballard from alpha and OPHA dated January 17, 2017
- e. Bill 178 – Smoke-Free Ontario Amendment Act**
 - i. Letter to Minister Hoskins from Simcoe Muskoka District Health Unit dated December 15, 2016
- f. Bill S-228, An Act to amend the Food and Drugs Act**
 - i. Letter to Minister Philpott from Huron County dated December 8, 2016
 - ii. Letter to Minister Philpott from Middlesex-London Health Unit dated December 13, 2016
 - iii. Letter to Prime Minister Trudeau from Durham Region dated December 14, 2016
- g. Bill 5 – the Greater Access to Hepatitis C Treatment Act, 2016**
 - i. Letter to Minister Hoskins from Peterborough Public Health dated November 28, 2016
- h. Health Hazards of Gambling**
 - i. Letter to Minister Hoskins from North Bay Parry Sound District Health Unit dated December 5, 2016
- i. HPV/Immunization Program Funding**
 - i. Letter to Minister Hoskins from Huron County dated January 5, 2017
 - ii. Letter to Premier Wynne from Durham Region dated November 10, 2016
- j. Lyme Disease**
 - i. Letter to Prime Minister Trudeau from Durham Region dated November 10, 2016
- k. Nutritious Food Baskets**
 - i. Letter to Ministers from North Bay Parry Sound District dated November 25, 2016
 - ii. Letter to Premier Wynne from Durham Region dated December 14, 2016
 - iii. Letter to Premier Wynne from Sudbury & District Health Unit dated November 17, 2016
- l. Opioid Addiction and Overdose**
 - i. Letter to the Registrar for College of Physicians and Surgeons of Ontario from Middlesex-London Health Unit Dated December 8, 2016
- m. Oral Health Programs for Low-Income Adults and Seniors**
 - i. Letter to Minister Hoskins from County of Lambton dated December 8, 2016
- n. Student Nutrition Programs**
 - i. Letter to Prime Minister Trudeau from Durham Region dated December 14, 2016

10.0 Items for Information

- a.** alpha Information Break – January 10, 2017
- b.** Public Health Expert Panel

11.0 Addendum

12.0 That the Board Go Into Committee @ 6:26pm

2016-12 Moved: I. Frazier
 Seconded: D. Thompson

THAT the Board of Health goes into committee.

Agenda Items:

- a. Adoption of previous in-committee minutes dated November 23, 2016
- b. Litigation or Potential Litigation
- c. Labour Relations and Employee Negotiations

CARRIED

13.0 That the Board Go Into Open Meeting @ 6:38 pm

2016-14 Moved: H. O'Brien

Seconded: D. Graystone

THAT the Board of Health goes into open meeting at 6:38 pm.

CARRIED

14.0 Resolution(s) Resulting from In-Committee Session - None

15.0 Announcements

Next Finance and Audit Committee Meeting
February 8, 2017 at 4:30
Prince Meeting Room

Next Board Meeting:
February 22, 2017 at 5:00pm
Sault Ste. Marie, Room A&B, Sault Ste. Marie

Next Governance Standing Committee Meeting
February 8, 2017 at 5:30
Prince Meeting Room

alPHa Winter Symposium
February 23-24, 2017
Toronto, TBA

If any board members are interested in attending the alPHa Symposium please let Ms. Luukkonen know as soon as possible.

16.0 THAT the Meeting Adjourn

2016-16 Moved: I. Frazier

Seconded: D. Thompson

THAT the Board of Health meeting adjourns at 6:41pm.

CARRIED

Lee Mason, Chair

Christina Luukkonen, Secretary

Date

Date