

**ALGOMA PUBLIC HEALTH
BOARD OF HEALTH MEETING - MINUTES
JUNE 27, 2018 @ 5:00 PM - SSM ROOM A**

PRESENT : BOARD MEMBERS

Sergio Saccucci - 1st Vice Chair
Lee Mason - 2nd Vice Chair
Deborah Graystone
Adrienne Kappes
Dr. Patricia Avery
Dennis Thompson
Karen Raybould
Dr. Lucas Castellani

APH EXECUTIVES / MEMBERS

Dr. Marlene Spruyt - MOH/CEO
Dr. Jennifer Loo - AMOH
Justin Pino - CFO /Director, Operations
Antoniette Tomie - Director, HR
Laurie Zeppa - Director, Health Promotion / Prevention
Tania Caputo - Board Secretary

T/C : None

REGRETS : I. Frazier (Chair), H.O'Brien, S. Jensen

1.0 Meeting Called to Order

a. Declaration of Conflict of Interest

S. Saccucci called the meeting to order at 5:05 pm
J.Pino declared a potential conflict of interest in relation to the IT Service Outsourcing agenda item. This had been noted at the June Finance and Audit Committee meeting - the risk was deemed negligible.

2.0 Adoption of Agenda Items

Moved: E. Pearce

Seconded: L. Mason

2018-56

THAT the Agenda items dated June 27, 2018 be adopted as presented
CARRIED

3.0 Adoption of Minutes of Previous Meeting

a. April 25, 2018 Minutes

b. May 23, 2018 Minutes

Moved: L. Mason

Seconded: P. Avery

2018-57

THAT the Board of Health minutes for the month of April 2018 be adopted as amended and;
THAT the Board of Health minutes for the month of May 2018 be adopted as presented
CARRIED

4.0 Delegations / Presentations

a) Accountability Indicators

M. Spruyt presented on the indicators for 2017. Many questions were asked and explanations provided on a range of topics. M. Spruyt explained that the MOHLTC requires APH to collect certain data and the way it is measured. There was discussion about performance and resulting process changes. Much of the work that is done by Public Health especially health promotion activities is difficult to measure. Public Health interventions interact in complex ways and it may take many years to see an impact on some outcome indicators.

5.0 Business Arising from Minutes

a) Land Acknowledgement

S. Saccucci read the land acknowledgement

6.0 Reports to the Board

a) Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - June 2018

M. Spruyt's report provided information on APH's All Staff Education day on June 5 as well as the annual alPHa meeting in Toronto on June 11 & 12 and an update on the Cannabis Act that has been passed at the federal level. The Program Highlights included this month were *Reducing Exposure to Health Hazards to Create Healthier Communities* and *Indigenous/First Nations Relationship Building*.

Moved: D. Thompson

Seconded: K. Raybould

2018-58

THAT the report of the Medical Officer of Health and CEO for the month of June 2018 be adopted as presented.

CARRIED

b) Finance and Audit Committee Report

i. Committee Chair Report for June 2018

S. Saccucci thanked J.Pino for providing an overview with respect to the format of the Financial Statement at the June 13 Finance & Audit committee meeting. This will assist the Finance committee members in the understanding of the financial statement for the organization. He also provided commentary on the Financial Statement for the period ending April 30, 2018 as well as the outsourcing for IT services.

Moved: P. Avery

Seconded: A. Kappes

2018-59

THAT the Finance and Audit Committee Chair Report for June 2018 be approved as presented

ii. Financial Statements for the period ending April 30, 2018

Questions were asked in regards to the quarterly payments by municipalities and discussion followed with information provided by J.Pino. Discussion also took place regarding Provincial hiring freeze and M. Spruyt responded with clarification on Public Service vs. Public Sector.

Moved: K. Raybould

Seconded: D. Graystone

2018-60

THAT the Financial Statements for the period ending April 30, 2018 be approved as presented

CARRIED

iii. IT Service Contract

- J. Pino provided an overview of the current IT services contract which is 100 percent outsourced.
- APH working with NE Health Unit collaborative project reviewing operations to provide possible ways the 5 Health Units could work together.
- Current IT contract expires in spring 2019 - we need to hire a consultant with internal IT expertise to assist the RFP development.
- Discussion occurred on models that might occur in the future
- Options from the Collaborative project available in late fall do not provide sufficient lead time for RFP development.
- The request is to extend the current IT contract for a one year term and await any new developments from the Collaborative project before developing an RFP for the required tendering process.

2018-61

Moved: E. Pearce

Seconded: L. Mason

THAT the Board of Health approve a one-year extension to the existing Service Level agreement with the current IT service provider under the same terms and conditions as the existing contract.

CARRIED

iv. Supply of Janitorial Services

J. Pino provided overview on the tender for a 5 year Janitorial Services contract, noting the forecasted savings of approximately \$100,000 over the 5 year period.

2018-62

Moved: K. Raybould

Seconded: P. Avery

Whereas: Algoma Public Health issued Request for Proposal (P2018-05-01) for the Supply of Janitorial Services for its main office at 294 Willow Avenue, Sault Ste. Marie, and

Whereas: Section 7 (c) Contract/Leases of Algoma Public Health's Procurement Policy (02-04-030) states the Board must approve contracts where the contract/lease is for multiple years and exceeds \$55,000 per year

Therefore: Be it resolved that the Board of Health for the District of Algoma award the five-year contract (with an APH option to extend for a two year period) to "SQM Janitorial Services Inc." being the lowest price of the qualifying proposals

CARRIED

7.0 New Business/General Business

8.0 Correspondence

- a. Letter to the Minister of Justice from Perth District Health Unit regarding Repeal of Section 43 of the Criminal Code dated June 14, 2018

9.0 Items for Information

- a. Disposition of alPHa June 2018 Resolutions
- b. GBHU BOH Motion 2018-39, Cannabis Sales Taxation Revenue
- c. GBHU BOH Motion 2018-50, Oral Health Recommendations and Report
- d. GBHU BOH Motion 2018-51, Food Literacy Curricula
- e. GBHU BOH Motion 2018-52, Youth Exposure to Smoking in Movies

10.0 Addendum:

- a. Briefing Note - IT Service Outsourcing - Updated document for item 6. b) iii.

L. Castellani, L. Zeppa and J. Pino excused themselves prior to In-Camera session

11.0 In-Camera - 6:16 pm

2018-63

Moved: K. Raybould
Seconded: A. Kappes
THAT the Board of Health go In-Camera
CARRIED

Agenda Items:

- a. Adoption of in-camera minutes dated May 23, 2018 and April 25, 2018
- b. Litigation or potential Litigation

12.0 Open Meeting - 6:29 pm

The Board of Health returned to open meeting without report

- a. Resolutions resulting from in-camera meeting: None

14.0 Announcements / Next Committee Meetings:

Governance Standing Committee

September 12, 2018 @ 4:30 pm

Prince Meeting Room, 3rd Floor

Next Board of Health Meeting:

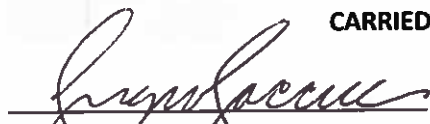
September 26, 2018 @ 5:00 pm

Sault Ste. Marie, Room A

15.0 Adjournment - 6:35 pm

2018-65

Moved: K. Raybould
Seconded: A. Kappes
THAT the Board of Health meeting adjourns
CARRIED


Sergio Saccucci,
1st Vice Chair

Sept. 26. 2018
Date


Tania Caputo, Secretary

Sept 26. 2018.
Date