



Algoma  
PUBLIC HEALTH  
Santé publique Algoma

**Board of Health Meeting  
MINUTES**

**June 24, 2020 at 5:00 pm**

**Video/Teleconference | Algoma Community Room**

***\* Meeting held during the provincially declared emergency***

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**PRESENT : BOARD MEMBERS**

Dr. Heather O'Brien

**APH EXECUTIVE**

Tania Caputo - Board Secretary

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**VC/TC :** Lee Mason - BOH Chair  
Ed Pearce - F&AC Chair  
Deborah Graystone - Gov. Chair  
Dr. Patricia Avery  
Louise Caicco Tett  
Sally Hagman  
Micheline Hatfield  
Brent Rankin  
Matthew Scott

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Dr. Marlene Spruyt - Medical Officer of Health/CEO  
Dr. Jennifer Loo - AMOH & Director of Health Protection  
Justin Pino - CFO /Director of Operations  
Antoniette Tomie - Director of Human Resources  
Laurie Zeppa - Director of Health Promotion & Prevention

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***\* Proceedings are being recorded via Webex and will be available for public viewing.***

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**1.0 Meeting Called to Order**

**a. Declaration of Conflict of Interest**

No conflicts were declared.

**2.0 Adoption of Agenda**

**RESOLUTION  
2020-51**

**Moved:** D. Graystone

**Seconded:** P. Avery

THAT the **Board of Health agenda dated June 24, 2020** be approved as amended.

**CARRIED**

**3.0 Delegations / Presentations**

**4.0 Adoption of Minutes of Previous Meeting**

In regards to the June 3, 2020 Special Meeting Minutes, **Item 3. Reporting Concerns**, it was noted by B. Rankin that the minutes should capture that existing policies were followed by APH Staff and Senior Administration and that there was thought to be room for change and accommodation and review.

**RESOLUTION  
2020-52**

**Moved:** M. Hatfield

**Seconded:** P. Avery

THAT the May 27, 2020 **Board of Health Meeting Minutes and and June 3, 2020 Board of Health Special Meeting Minutes** be approved as presented.

**CARRIED**

**5.0 Business Arising from Minutes**

Not Applicable

## 6.0 Reports to the Board

### a. Medical Officer of Health and Chief Executive Officer Reports

#### i. MOH Report, June 2020

M. Spruyt spoke about resuming the regular work of Public Health while still responding to COVID-19 and upscaling those activities if there is a surge. A link is included in the MOH/CEO report to an article about the risk of not returning to Public Health work and makes the point that a number of other health issues still exist and require continued attention.

M. Spruyt provided examples of programs that have found efficiencies as a result of COVID induced changes - an example is the Pre-natal nutrition program which supports pregnant women living in poverty. They would travel in, meet with a Dietician or Public Health Nurse and receive educational supports and a package with food and milk coupons. The virtual program cuts out the transportation and they are given vouchers to use at any grocery store and have reported that they have better choice now without an increased cost to the program. The clientele has increased by 30%. Other agencies have also had positive responses from clientele involved in virtual programs.

#### ii. More to Public Health than Covid-19 - *for information only*

#### iii. APH Covid-19 Response - the slide deck will be posted in the Addendum

J. Loo delivered this presentation explaining the goals of pandemic response; to minimize serious illness and death and to minimize societal disruption requiring a "whole of society" response. She explained the structure of IMS along with the role of each area. J.Loo walked us through a timeline of the APH Covid-19 Response including an overview of the Communications Team media initiatives throughout. There was discussion about mask wearing recommendations and messaging, as well as effectiveness of various face coverings. Communicating Provincial directives and implementation was discussed, as well as redeploying nurses to COVID-19 work, and preparedness for future waves. Concerns remain about minimizing risk to communities when travellers are arriving from outside of our district. APH will work closely with places of business to ensure measures are in place for protection. School plans for fall are in the works and we expect to receive direction from the Province as they lay the groundwork for these plans.

#### RESOLUTION 2020-53

**Moved:** S. Hagman

**Seconded:** D. Graystone

THAT the **report of the Medical Officer of Health and CEO for June 2020** be adopted as presented.

**CARRIED**

### b. Finance and Audit

#### i. Finance and Audit Committee Chair Report

E. Pearce provided an overview of the June 11, 2020 Finance and Audit Committee meeting.

#### ii. Financial Statements

J. Pino provided an overview and of the April 30, 2020 financial statements.

#### RESOLUTION 2020-54

**Moved:** E. Pearce

**Seconded:** P. Avery

THAT the **unaudited Financial Statements for the period ending April 30, 2020** and the **Finance and Audit Committee Chair Report for June 11, 2020** be approved as presented.

**CARRIED**

ii. **Summary of Covid Costs as of April 2020 - for information only**

iii. **Terms of Reference - Finance and Audit Committee**

**RESOLUTION  
2020-55**

**Moved:** E. Pearce

**Seconded:** B. Rankin

THAT the **Terms of Reference for the Finance and Audit Committee** be approved as presented.

**CARRIED**

c. **Governance**

i. **Governance Committee Chair Report**

ii. **02-05-060 Meetings and Access to Information - Policy**

iii. **02-05-085 Orientation Board Members - Policy**

iv. **02-05-015 Conflict of Interest - Policy**

v. **02-05-045 Attendance at Meetings Using Electronic Means - Policy**

vi. **06-02 Ontario Building Code Appointments - Bylaw**

vii. **15-01 To Provide for the Management of Property - Bylaw**

viii. **Terms of Reference for the Governance Committee**

D. Graystone provided an overview of the Jun 17, 2020 Governance Committee Meeting with discussion about the Conflict of Interest policy that is being revisited at the September 2020 meeting.

**RESOLUTION  
2020-56**

**Moved:** S. Hagman

**Seconded:** L. Caicco Tett

THAT the **Governance Committee Chair report for June 2020** be accepted as presented and;

THAT the Board of Health has reviewed and approves **Policy 02-05-060 Meetings and Access to Information** as presented, and;

THAT the Board of Health has reviewed and approves **Policy 02-05-085 Orientation Board Members** as presented, and;

THAT the Board of Health has reviewed and approves **Policy 02-05-015 Conflict of Interest** as presented, and;

THAT the Board of Health has reviewed and approves **Policy 02-05-045 Attendance at Meetings Using Electronic Means** as presented, and;

THAT the Board of Health has reviewed and approves **Bylaw 06-02 Ontario Building Code Appointments** as presented, and;

THAT the Board of Health has reviewed and approves **Bylaw 15-01 To Provide for the Management of Property** as presented, and;

THAT the Board of Health has reviewed and approves **the Terms of Reference for the Governance Committee** as presented.

**CARRIED**

**7.0 New Business/General Business**

Not applicable.

## 8.0 Correspondence

- a. Memo from the Ministry of Health regarding **Pandemic Pay Eligibility** dated May 27, 2020.
- b. Letter to the Transitional Regional Lead West, Ontario Health from Grey Bruce Health Unit regarding **Reporting Inaccuracy COVID-19 Enhanced Surveillance of Long-Term Care**, dated June 8, 2020.
- c. Letter to the Prime Minister of Canada, The Deputy Prime Minister and the Minister of Finance from The Timiskaming Board of Health regarding **Basic Income for Income Security during Covid-19 Pandemic and Beyond** dated June 9, 2020.

## 9.0 Items for Information

Not applicable.

## 10.0 Addendum

- a. APH Covid-19 Response Item 6. a) iii.
- b. Letter to municipalities on communication to clarify procedures and processes and welcoming feedback.

## 11.0 In-Camera 6:29 pm

For discussion of labour relations and employee negotiations, **matters about identifiable individuals, adoption of in camera minutes**, security of the property of the board, litigation or potential litigation.

### RESOLUTION 2020-57

**Moved:** D. Graystone  
**Seconded:** P. Avery

THAT the Board of Health go in-camera.

**CARRIED**

## 12.0 Open Meeting - 6:45 pm

No resolutions resulting from the in-camera meeting.

## 13.0 Announcements / Next Committee Meetings:

### Governance Committee Meeting

September 9, 2020 @ 5:00 pm

Webex Audio / Video Conference | SSM Algoma Community Room

### Board of Health Meeting

September 23, 2020 @ 5:00 pm

Webex Audio / Video Conference | SSM Algoma Community Room

### Finance & Audit Committee Meeting

October 14, 2020 @ 5:00 pm

Webex Audio / Video Conference | SSM Algoma Community Room

#### 14.0 Evaluation

L. Mason requested that board members complete the yearly evaluation

#### 15.0 Adjournment - 6:47 pm

**RESOLUTION**  
**2020-59**

**Moved:** E. Pearce  
**Seconded:** D. Graystone

THAT the Board of Health meeting adjourns.

**CARRIED**



Lee Mason, Chair

September 23, 2020

Date



Tania Caputo, Secretary

September 23, 2020

Date