



Board of Health Meeting  
MINUTES

May 26, 2021 at 5:00 pm

Video/Teleconference | Algoma Community Room

\* Meeting held during the provincially declared emergency

**BOARD MEMBERS**

**Present :** Sally Hagman - Board Chair  
Ed Pearce - 1st Vice-Chair  
Deborah Graystone - 2nd Vice-Chair  
Louise Caicco Tett  
Lee Mason  
Micheline Hatfield  
Musa Onyuna  
Brent Rankin  
Matthew Scott

**APH EXECUTIVE**

Dr. Jennifer Loo - Acting Medical Officer of Health / CEO  
Antionette Tomie - Director of Corporate Services  
Laurie Zeppa - Director of Programs  
Joel Merrylees - Controller  
Tania Caputo - Board Secretary

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

**1.0 Meeting Called to Order**

- a. Declaration of Conflict of Interest  
No conflicts declared.

**2.0 Adoption of Agenda**

**RESOLUTION  
2021-48**

**Moved:** L. Mason

**Seconded:** B. Rankin

THAT the Board of Health agenda dated May 26, 2021, be approved as presented.

**CARRIED**

**3.0 Delegations / Presentations**

Not applicable.

**4.0 Adoption of Minutes of Previous Meeting**

**RESOLUTION  
2021-49**

**Moved:** E. Pearce

**Seconded:** B. Rankin

THAT the Board of Health meeting minutes dated April 28, 2021, 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 - May 2021

A COVID activity update was provided by J. Loo, explaining that Algoma continues to see cases across the district which is expected to continue due to travel. A gradual decline in cases in the past week is a positive development. J. Loo shared that at the time of this meeting, the eligible adults over 18 years of age in Algoma, 54.5 percent, have received at least one dose of the immunization, representing 45.4 percent of the entire population in Algoma. Earlier in May, there was a reallocation of doses to hot spots in the province as the modelling showed it would impact hospitalizations, deaths prevented and possibly a 4th wave. At this time, allocations to Algoma have increased, and we will see the percentages of the immunized climb. The province's three-step plan for reopening has been presented, and we are currently in pre-step 1. There is no update on schools reopening at this time.

L.Zeppa provided an update on the Oral Health program, highlighting the Ontario Seniors Dental Health program launched in November of 2019. The program was maintained and delivered throughout COVID to a vulnerable population of low-income seniors in Algoma.

J. Loo addressed concerns about the booking process for vaccination. Staff have been increased on the phone lines that have also been expanded significantly. There had been an issue with the service provider that contributed to long wait times for booking the first dose vaccine appointments. Booking the second dose will be a different booking method than the first.

An update on staff recruitment was provided by A. Tomie, explaining the strategy for hiring to provide for program delivery while maintaining clinics and phone lines. The process for recruitment via a virtual platform has proven to be effective.

**RESOLUTION  
2021-50**

**Moved:** L. Mason  
**Seconded:** D. Graystone

THAT the report of the Medical Officer of Health/CEO for May 2021 be accepted as presented.

**CARRIED**

**b. Finance and Audit**

**i. Financial Statements**

J. Merrylees provided an overview of the financial statements.

**RESOLUTION  
2021-51**

**Moved:** M. Onyuna  
**Seconded:** E. Pearce

THAT the Board of Health approves the Unaudited Financial Statements for the period ending March 31, 2021, as presented.

**CARRIED**

**c. Governance**

**i. Governance Committee Chair Report**

D. Graystone provided an overview of the May 2021 Governance Committee Meeting.

**RESOLUTION  
2021-52**

**Moved:** L. Caicco Tett  
**Seconded:** L. Mason

THAT the Governance Committee Chair Report for May 2021 be accepted as presented.

**CARRIED**

**ii. Bylaw #95-3 - To provide for the duties of the Auditor of the Board**

**RESOLUTION  
2021-53**

**Moved:** L. Mason  
**Seconded:** E. Pearce

THAT the Board of Health has reviewed and approves **Bylaw #95-3 - To provide for the Duties of the Auditor of the Board** as presented.

**CARRIED**

**7.0 New Business/General Business**

**a. Chair of Boards of Health Meeting**

S. Hagman provided an update on topics discussed and information shared at this meeting, including common concerns from across the province.

**b. Provincial Appointments**

S. Hagman updated the Board on the status of Provincial appointees on the Public Appointments Secretariat website that will be updated to include seats for the APH Board.

**c. Skills Matrix Survey**

S. Hagman advised that a self-evaluation survey will be sent to Board members to complete before the next Board of Health meeting.

**d. Algoma Vaccination Council Update**

L. Caicco Tett provided an update on the supporting activities of the council that include donations of meals to the vaccination clinic staff. There is government funding for employers with under 150 staff to access rapid testing for their employees, and this initiative is being supported by the council.

**8.0 Correspondence**

- a. Letter to the Premier of Ontario, from Association of Local Public Health Agencies (alPHA) regarding Public Health Measures - Extension of Current Restrictions dated May 7, 2021.
- b. Letter to the Premier of Ontario from Peterborough Public Health shows appreciation and support for the extension of restrictions dated May 14, 2021.

**9.0 Items for Information**

**a. alPHA Conference - Virtual**

Members of the Board that are interested may contact T. Caputo to sign up for the full-day event on June 8, 2021.

**b. alPHA Fitness Challenge - for information only**

**10.0 Addendum**

Not applicable.

**11.0 In-Camera**

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**

**2021-54**

**Moved:** L. Mason

**Seconded:** E. Pearce

THAT the Board of Health go in-camera.

**CARRIED**

**12.0 Open Meeting**

Resolutions resulting from in camera meeting:

**Memorandum of settlement - CUPE**

**RESOLUTION**

**2021-57**

**Moved:** L. Mason

**Seconded:** E. Pearce

THAT the Board of Health ratifies the memorandum of settlement between Canadian Union of Public Employees (CUPE) and the Board of Health of the District of Algoma Health Unit as presented.

**CARRIED**

**13.0 Announcements / Next Committee Meetings:**

**Finance and Audit Committee Meeting**

Wednesday, June 9, 2021 @ 5:00 pm

Video Conference | SSM Algoma Community Room

**Board of Health Meeting**

Wednesday, June 23, 2021 @ 5:00 pm

Video Conference | SSM Algoma Community Room

**Governance Committee Meeting**

Wednesday, September 8, 2021 @ 5:00 pm

Video Conference | SSM Algoma Community Room

**14.0 Evaluation**

S. Hagman reminded all to complete the meeting evaluation.

**15.0 Adjournment**

**RESOLUTION**

**2021-58**

**Moved:** L. Caicco Tett

**Seconded:** B. Rankin

THAT the Board of Health meeting adjourns.

**CARRIED**



S. Hagman, Chair

June 23, 2021

Date



Tania Caputo, Secretary

June 23, 2021

Date