

Board of Health Meeting

MINUTES

Wednesday, January 24, 2024 - 5:00 pm

SSM Algoma Community Room | Videoconference

BOARD MEMBERS

PRESENT: Deborah Graystone
Sally Hagman
Julila Hemphill
Donald McConnell
Luc Morrisette
Loretta O'Neill
Matthew Shoemaker
Sonia Tassone
Suzanne Trivers
Jody Wildman

APH MEMBERS

Dr. Jennifer Loo - Medical Officer of Health & CEO
Dr. John Tuinema - Associate Medical Officer of Health & Director of Health Protection
Rick Webb - Director of Corporate Services
Kristy Harper - Director of Health Promotion & Chief Nursing Officer
Leo Vecchio - Manager of Communications
Leslie Dunseath - Manager of Accounting Services
Tania Caputo - Board Secretary

STAFF GUEST: Nicole Lindahl, Manager of Emergency Preparedness and Response

1.0 Meeting Called to Order

Dr. Loo welcomed the Board of Health members, read the land acknowledgement, completed roll call and declaration of conflict of interest.

a. Land Acknowledgment

b. Roll Call

c. Declaration of Conflict of Interest - a conflict was declared by D. Graystone related to agenda item 9.0 a. Extension of Provincial Appointee

2.0 Election of Officers

a. Appointment of Board of Health Chair for the year 2024.

Dr. Loo called for nominations.

D. Graystone nominated S. Hagman and L. Morrisette seconded the nomination.

Dr. Loo called for any other nominations, and there being none, the nominations were closed.

S. Hagman was acclaimed as Board of Health Chair for the year 2024.

At this point S. Hagman assumed the position of Chair of the Board of Health, and resumed the election of officers.

b. Appointment of Board of Health First Vice-Chair and Chair of the Finance and Audit Committee for the year 2024.

S. Hagman called for nominations.

L. Morrisette put his name forward for 1st Vice-Chair, D. Graystone seconded the nomination.

S. Hagman called for any other nominations, and there being none, the nominations were closed.

L. Morrisette was acclaimed as First Vice-Chair and Chair of the Finance and Audit Committee for the year 2024.

c. Appointment of Board of Health Second Vice-Chair and Chair of the Governance Committee for the year 2024.

S. Hagman called for nominations.

D. McConnell was nominated by S. Hagman, D. Graystone seconded the nomination.

S. Hagman called for any other nominations, and there being none, the nominations were closed.

D. McConnell was acclaimed as Second Vice-Chair and Chair of the Governance Committee for the year 2024.

d. Call for Committee Members for the Finance and Audit Committee and Governance Committee for the year 2024.

S. Hagman called for Finance and Audit Committee members, and Governance Committee members.

e. Slate of officers and committee members.

RESOLUTION **Moved:** D. McConnell
2024-01 **Seconded:** S. Trivers

Be it resolved that the following is the Board of Health slate of officers and committee members for the year 2024.

Board of Health Chair:	Sally Hagman
First Vice-Chair & Chair of the Finance and Audit Committee:	L. Morrisette
Second Vice-Chair & Chair of the Governance Committee:	D. McConnell
Finance and Audit Committee members:	L. Morrisette, J. Wildman, S. Hagman, S. Trivers
Governance Committee members:	D. McConnell, S. Tassone, D. Graystone, L. O'Neill, M. Shoemaker

CARRIED

3.0 Signing Authority

RESOLUTION **Moved:** D. McConnell
2024-02 **Seconded:** S. Trivers

THAT By-Law 95-2 identifies that signing authorities for all accounts shall be restricted to:

- i) the Chair of the Board of Health
- ii) one other Board member, designated by Resolution
- iii) the Medical Officer of Health/Chief Executive Officer
- iv) the Director of Corporate Services

SO BE IT RESOLVED that signing authority is provided to **L. Morrisette** as the one other Board member, designated by resolution until the next election of officers.

CARRIED

4.0 Adoption of Agenda

RESOLUTION **Moved:** L. O'Neill
2024-03 **Seconded:** L. Morrisette

THAT the Board of Health agenda dated January 24, 2024 be approved as presented.

CARRIED

5.0 Delegations / Presentations

After Action Review - COVID-19 Pandemic: Overview of Key Findings and Recommendations

N. Lindahl explained the After Action Review (AAR) process and tie to APH's strategic directions of improving the impact and effectiveness of APH programs and growing and celebrating an organizational culture of learning, innovation and continuous improvement. She presented the key findings, recommendations, and next steps to improve response capacity. The Emergency Management program plan has been updated to reflect the recommendations from the AAR. The presentation is available in the meeting package.

6.0 Adoption of Minutes of Previous Meeting

RESOLUTION **Moved:** D. Graystone
2024-04 **Seconded:** S. Tassone

THAT the Board of Health minutes dated November 22, 2023 be approved as presented.

CARRIED

7.0 Business Arising from Minutes

- a. **Report back from November 2023 aPHa Symposium** - D. Graystone provided an overview of the annual symposium featuring How to use Human Rights Based Framework in the Workplace, and Risk Communication in a Changing World were the focus. The report is saved in the BOH online portal for reference.
- b. **Report back from Merger Feasibility Oversight Committee** - S. Trivers explained the committee's focus to ensure that issues identified, anticipated, or that come up are addressed in the process. The committee will come to each meeting with more details and request feedback from the Board.
- c. **Report back from Merger Feasibility Governance Workgroup** - D. McConnell provided a summary of topics that are being discussed in this committee, including a merged board structure, leadership model, collaboration, and decision-making in the best interest of each board.

8.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - January 2024

Dr. Loo recognized the 2023 Public Health Champions that were awarded at a reception before the board meeting:

Individual Category: **Shawna Mornix** is a mental health support specialist whose personal struggles have inspired her in the startup of **Kickstart Mental Health**.

Organization Category: The **Sault Community Career Centre (SCCC)** has been a pillar of support for newcomers to Sault Ste. Marie since 2006.

Youth Category: The **New Northern Mentality** Youth Group is on the cutting edge of youth-led advocacy in Sault Ste. Marie. [Learn more about the Public Health Champions.](#)

Dr. Loo spoke to the first chapter of the Community Health Profile (CHP) provided in the addendum, noting the full CHP will be available later this year. She spoke about the indicators: Health status indicators, indicators of community engagement, indicators of the resources and services we used and provided, and integrators of systems integration and responsiveness. These categories are four quadrants of what's known as a public health balanced scorecard. It's been previously developed and used in Ontario. More details about enhancing our use of indicators and tools, such as the balanced scorecard concept, will be coming to this board to bolster our work in evaluation monitoring and continuous improvement. She highlighted that return on investment was one of the most striking statistics from the presentation, noting that \$50 per person is something we want to continue highlighting as part of the public health return on investment.

Dr. Loo reported that following the approval of the 2024 budget in November, we did manage to implement efficiency. A volunteer retirement program and a limited workforce reduction were completed to ensure we achieved a balanced budget. A total of 6 employees were laid off across all staff groups, and the workforce reduction process is now complete. There's no significant impacts to APH's delivery of programs and services as a result of those layoffs. Our workforce is now comparable to what it was before the pandemic.

RESOLUTION 2024-05

Moved: S. Trivers
Seconded: L. Morrisette

THAT the report of the Medical Officer of Health and CEO for January 2024 be accepted as presented.

CARRIED

i. Financial Statements

RESOLUTION 2024-06

Moved: L. Morrisette
Seconded: S. Trivers

THAT the Board of Health approves the Unaudited Financial Statements for the period ending November 30, 2023, as presented.

CARRIED

D. Graystone left the meeting at this time and returned once resolution 2024-07 was carried.

9.0 New Business/General Business

a. Provincial Appointee Extension

i. Policy 02-05-087 Board Member Terms of Office - for reference

**RESOLUTION
2024-07**

Moved: S. Trivers

Seconded: L. O'Neill

THAT the Board of Health approve an exception to Policy 02-05-087 Board Member Terms of Office, in support of reappointment of Deborah Graystone as a provincial appointee to strengthen the continuity of the work and governance experience and leadership during this period of exploring a potential merger.

CARRIED

b. Special Meeting of the Board of Health

i. By-Law 95-1 To Regulate the Proceedings of the Board of Health - for reference

**RESOLUTION
2024-08**

Moved: M. Shoemaker

Seconded: S. Trivers

WHEREAS the Board of Health regularly meets on the fourth Wednesday of the month, and

WHEREAS By-Law 95-1 in the Board of Health Policies and Bylaws stipulates that the Board may, by resolution, alter the time, day, or place of any meeting.

THEREFORE, BE IT RESOLVED THAT this Board of Health agrees:

THAT a Special Board of Health meeting be held at 6:00 pm. Thursday, February 15, to discuss merger planning as set out in the provincial government's Strengthening Public Health plan; and

THAT the regular Board of Health meeting scheduled for 5:00 p.m. Wednesday, February 28, 2024, be rescheduled to 11:00 am. Tuesday, February 20, 2024.

CARRIED

10.0 Correspondence

Not applicable.

11.0 Items for Information

a. alPHa Information Break - January 2024

12.0 Addendum

a. Collaborative Partnership with Maamwesying Ontario Health Team

i. Briefing Note - Collaborative Partnership with Maamwesying Ontario Health Team

ii. Draft APH Collaboration Agreement Maamwesying OHT

The board provided direction to proceed with formalizing the partnership with MOHT.

b. Community Health Profile Preview - Item 8.0, a, i.

13.0 In-Camera - 6:40 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
2024-09**

Moved: L. O'Neill

Seconded: S. Tassone

THAT the Board of Health go in-camera.

CARRIED

14.0 Open Meeting - 7:00 pm

Resolutions resulting from in-camera meeting.

RESOLUTION

2024-13

Moved: M. Shoemaker

Seconded: S. Trivers

That the Board of Health for the District of Algoma Health Unit appoint Dr. John Harding as a temporary Associate Medical Officer of Health (AMOH), effective March 1, 2024, pending approval of the appointment by the Minister of Health, to provide temporary AMOH coverage for a period of up to 13 months, and temporary Acting Medical Officer of Health coverage during the combined absence of the permanent AMOH and the permanent Medical Officer of Health/CEO; and

That the Board of Health for the District of Algoma Health Unit approve Rick Webb, APH's current Director of Corporate Services, as Acting CEO during the absence of both the permanent MOH/CEO and the permanent AMOH; and

That the Board of Health for the District of Algoma Health Unit approve Dr. John Tuinema as Acting CEO effective on his return from parental leave and continuing for the duration of his role as Acting Medical Officer of Health in the absence of the permanent Medical Officer of Health.

CARRIED

15.0 Announcements / Next Committee Meetings:

Board of Health Special Meeting

Wednesday, Feb 15, 2024 - 6:00 pm

Video Conference | SSM Algoma Community Room

Board of Health Meeting

Tuesday, February 20, 2024 - 11:00 am

Video Conference | SSM Algoma Community Room

Finance & Audit Committee

Wednesday, February 21, 2024 - 5:00 pm

Video Conference | SSM Algoma Community Room

Governance Committee

Wednesday, March 6, 2024 - 5:00 pm

Video Conference | SSM Algoma Community Room

16.0 Evaluation

a. November 2023 BOH Evaluation Summary

17.0 Adjournment 7:04 pm

RESOLUTION

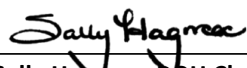
2024-14

Moved: S. Tassone

Seconded: M. Shoemaker

THAT the Board of Health meeting adjourns.

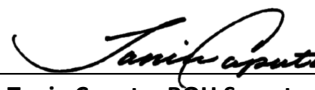
CARRIED



Sally Hagman, BOH Chair

February 20, 2024

Date



Tania Caputo, BOH Secretary

February 20, 2024

Date