

**ALGOMA PUBLIC HEALTH - BOARD OF HEALTH MEETING
MINUTES**

NOVEMBER 22, 2017 @ 5:00 pm

SAULT STE MARIE ROOM A&B 1ST FLOOR, APH SSM

PRESENT:

Board Members

Dr. Patricia Avery
Dr. Lucas Castellani
(arrival 5:10 p.m.)
Ian Frazier
Debra Graystone
Lee Mason
Connie Nykyforak
Dr. Heather O'Brien
Karen Raybould
Sergio Saccucci
Dennis Thompson

APH Executives

Dr. Marlene Spruyt Medical Officer of Health/CEO
Dr. Jennifer Loo Associate Medical Officer of Health

Justin Pino Chief Financial Officer
Antoniette Tomie Director of HR and Corporate Services
Laurie Zeppa Director of Health Promotion & Prevention
Trina Mount Executive Assistant to the Directors

REGRETS:

Sue Jensen Sherri Cleaves Director of Health Protection & Prevention
Adrienne Kappes Christina Luukkonen Secretary to the Board

1.0 Meeting Called to Order

Mr. Mason called the meeting to order at 5:01 pm.

a) Declaration of Conflict of Interest

Mr. Mason called for conflicts of interest; none were declared.

2.0 Adoption of Agenda Items

2017-94 Moved: H. O'Brien
 Seconded: P. Avery

THAT the Agenda items dated November 22, 2017, be adopted as circulated.

CARRIED

3.0 Adoption of Minutes

2017-95 Moved: S. Saccucci
 Seconded: D. Graystone

THAT the Board of Health minutes for the meetings dated October 25, 2017 be adopted as amended.

CARRIED

2017-96 Moved: K. Raybould
 Seconded: P. Avery

THAT the Board of Health minutes for the meetings dated November 8, 2017 be adopted as amended.

CARRIED

4.0 Delegations/Presentations

a. Smoke Free Ontario Tobacco Cessation: 5% in 5

Ms. Kristy Harper, Program Manager and Ms. Janet Allen, Public Health Nurse, presented to the Board on Smoke Free Ontario Tobacco Cessation: 5% in 5. A copy of this presentation was provided in the Board agenda. Discussion took place and questions were answered to the Board's satisfaction.

5.0 Business Arising from Minutes

No business arising from previous minutes.

6.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Report

Dr. Spruyt spoke to her report that was provided in the agenda package. In addition she provided information on the first Grand Rounds session for staff that was held today. The goal of Grand Rounds is to provide staff with better knowledge of each other's programs and to provide information on issues of public health significance so all employees can better understand and represent the Agency. A link will be sent out when it becomes available. Dr. Spruyt responded to questions on her report. She agreed to pursue the ability to provide more detail with regards to the CMH indicators – length of time of service and what percentage of individuals receiving 1st service are from the District.

2017-97 Moved: D. Thompson

Seconded: C. Nykyforak

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

CARRIED

b. Finance and Audit Committee Report

i. Committee Chair Report for November 2017

2017-98 Moved: P. Avery

Seconded: K. Raybould

THAT the Finance and Audit Committee report for the month of November 2017 be adopted as presented.

CARRIED

ii. Draft Financial Statements for the period ending September 30, 2017

Mr. Pino spoke to the draft financial statements for the period ending September 30, 2017 and provided an update to funding received since the report was generated.

2017-99 Moved: S. Saccucci

Seconded: P. Avery

THAT the draft Financial Statements for the period ending September 30, 2017 be approved as presented.

CARRIED

iii. Draft APH 2018 Public Health Operating & Capital Budget

Mr. Pino outlined the draft 2018 Public Health Operating & Capital Budget, which was included in the agenda package. Copies of the appendices were provided at the meeting and reviewed.

2017-100 Moved: P. Avery

Seconded: L. Castellani

THAT the Board of Health approves the draft APH 2018 Public Health Operating & Capital Budget as presented.

CARRIED

iv. 2017 Contribution to APH Reserve Fund

Discussion took place.

2017-101 Moved: P. Avery

Seconded: L. Castellani

THAT the Board of Health approves a contribution of \$200,000 into the Reserve Fund from Algoma Public Health's operating account.

CARRIED

v. Renewal of Service Contract with the Innovation Centre

Discussion took place.

2017-102 Moved: H. Raybould

Seconded: L. Castellani

THAT the Board of Health approves:

1. The Sault Ste. Marie Innovation Centre (SSMIC) to continue to provide geographic information system (GIS) and other information management services to APH.
2. The 3-year contract renewal between APH and SSMIC as presented.

CARRIED

vi. Approved minutes – for information only

The approved minutes from the Finance and Audit Committee meeting dated September 13, 2017 was provided to the Board members for information.

c. Governance Standing Committee Report

i. Committee Chair Report for October 2017

The report was reviewed.

2017-103 Moved: K. Raybould

Seconded: P. Avery

THAT the Governance Standing Committee report for the month of November 2017 be adopted as presented.

CARRIED

ii. Policy Review

02-05-015 – Conflict of Interest

Discussion took place and it was requested that the above-named policy would be vetted through legal counsel before tabling at the next meeting. The Board Code of Conduct policy to be vetted through legal

counsel as well.

2017-104 Moved: C. Nykyforak

Seconded: K. Raybould

Motion to table Policy 02-05-015 until it has been vetted by legal counsel at which time it will be placed back on the next Board meeting agenda.

CARRIED

iii. Approved minutes – for information only

The approved minutes from the Governance Standing Committee meeting dated September 13, 2017 was provided Board members information.

7.0 New Business/General Business

8.0 Correspondence Items

All correspondence items were previously emailed to Board members. Copies were also included in their Board packages.

- a. Alcohol Modernization in Ontario
 - i. Letter to Minister Hoskins from Northwestern Health Unit dated October 31, 2017
 - ii. Resolution from Thunder Bay District Health Unit dated October 18, 2017
- b. Caffeinated Energy Drinks
 - i. Letter to Ministers from Peterborough Public Health dated October 31, 2017
 - ii. Letter to Minister Taylor from Peterborough Public Health dated October 31, 2017
- c. Expert Panel on Public Health Report
 - i. Letter to Minister Hoskins from Northwestern Health Unit dated October 23, 2017
 - ii. Letter to Minister Hoskins from Mr. Mihevc, Chair of City of Toronto Board of Health dated October 31, 2017
 - iii. Letter to Minister Hoskins from Kingston, Frontenac and Lennox & Addington dated October 26, 2017
 - iv. Letter to Ms. Martino from Sudbury & District Health Unit dated October 27, 2017
 - v. Letter to Provincial Boards of Health from York Region dated October 20, 2017
 - vi. Letter to Minister Hoskins from Porcupine Health Unit dated October 31, 2017
 - vii. Letter to Minister Hoskins from Thunder Bay District Health Unit dated October 18, 2017
 - viii. Resolution 2017-02 from Haliburton, Kawartha, Pine Ridge District Health Unit dated October 19, 2017
 - ix. Letter to Minister Hoskins from Renfrew County and District Health Unit dated October 31, 2017
 - x. Letter to Minister Hoskins from the Association of Ontario Public Health Business Administrators dated November 1, 2017
 - xi. Letter to Premier Wynne and Minister Hoskins from Regional Municipality of Waterloo dated November 2, 2017
 - xii. Letter to Minister Hoskins from Grey Bruce Health Unit dated November 14, 2017
 - xiii. Memorandum to Premier Wynne from Durham Region dated November 9, 2017
- d. Healthy Menu Choices Act
 - i. Letter to Minister Hoskins from Grey Bruce Health Unit dated October 25, 2017
- e. Health Promotion Resource Centres
 - i. Letter to Minister Hoskins from Grey Bruce Health Unit dated October 25, 2017

- f. Legalization of Cannabis
 - i. Letter to Minister Naqvi from Elgin St. Thomas Public Health dated October 23, 2017
- g. Nutritious Food Basket
 - i. Letter to Minister Hoskins from Kingston, Frontenac and Lennox & Addington Public Health dated October 26, 2017
- h. Report of the Rowan's Law Advisory Committee
 - i. Memorandum to Premier Wynne from Durham Region dated November 9, 2017
- i. Smoke-Free Modernization
 - i. Letter to Minister Hoskins from Simcoe Muskoka District Health Unit dated October 25, 2017

9.0 Items for Information

- a. alPHa Information Break – November 1, 2017

10.0 Addendum

Not applicable.

11.0 That the Board Go Into Committee

Not applicable

12.0 That the Board Go Into Open Meeting

Not applicable

13.0 Resolution(s) Resulting from In-Committee Session

Not applicable

14.0 Announcements

Next Board Meeting:

January 24, 2018 at 5:00 p.m.

Sault Ste. Marie Room A, Sault Ste. Marie

The Board was reminded that voting for Chair positions would take place at the onset of the January meeting.

15.0 THAT the Meeting Adjourn

2017-105 Moved: D. Graystone

Seconded: K. Raybould

THAT the Board of Health meeting adjourns at 6:46 p.m.

CARRIED

Lee Mason, Chair

Christina Luukkonen, Secretary

Date

Date