



Algoma
PUBLIC HEALTH
Santé publique Algoma

**Board of Health Meeting
MINUTES
January 23, 2019
Sault Ste. Marie - Community Room A**

BOARD MEMBERS

Dr. Patricia Avery
Louise Caicco Tett
Randi Condie
Adrienne Kappes
Lee Mason - Chair
Dr. Heather O'Brien
Ed Pearce - 1st Vice Chair
Karen Raybould
Matthew Scott

APH EXECUTIVE

Dr. Marlene Spruyt - MOH/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
Tania Caputo - Board Secretary

T/C : M. Hatfield, D. Graystone - 2nd Vice Chair

REGRETS : S. Saccucci

1.0 Meeting Called to Order

M. Spruyt called the meeting to order at 5:00 pm and welcomed the new and returning Board of Health members. Round table introductions were made.

2.0 Election of Officers

Advanced notification of elections was sent to Board members. Interested members may send notice of nomination for a position ahead of the meeting.

a. Appointment of Board of Health Chair

M. Spruyt called for nominations for the position of Board Chair.

L. Mason nominated himself.

M. Spruyt called for any other nominations.

There being no further nominations, the nominations were closed.

L. Mason was acclaimed as Board Chair for the year 2019.

At this point L. Mason assumed the position of Chair of the Board of Health and resumed with the election of officers.

b. Appointment of Board of Health First Vice-Chair and Chair of the Finance and Audit Committee for the year 2019

L. Mason called for nominations for the position of First Vice-Chair and Chair of the Finance and Audit Committee.

E. Pearce nominated himself.

L. Mason called for any other nominations.

There being no further nominations, the nominations were closed.

E. Pearce was acclaimed as First Vice-Chair and Chair of the Finance and Audit Committee for the year 2019.

c. Appointment of Board of Health Second Vice-Chair and Chair of the Governance Committee for the year 2019

L. Mason called for nominations for the position of Second Vice-Chair and Chair of the Governance Committee.

D. Graystone nominated herself by advanced submission.

L. Mason called for any other nominations.

There being no further nominations, the nominations were closed.

D. Graystone was acclaimed Second Vice-Chair and Chair of the Governance Committee for the year 2019.

d. Call for Committee Members for the Finance & Audit Committee and Governance Committee

i) Finance & Audit Committee Volunteers are: A. Kappes, P. Avery and R. Condie along with the Finance & Audit Committee Chair (E. Pearce) and BOH Chair (L. Mason)

ii) Governance Committee Volunteers are: H. O'Brien, K. Raybould, A. Kappes, L. Caicco Tett along with the Governance Committee Chair (D. Graystone) and BOH Chair (L. Mason)

The Chairs of the committees will take the list of volunteer names and decide on the structure of each committee and communicate to the board.

A question was asked regarding the ability to vote on teleconference and L. Mason clarified that in our BOH bylaw this is allowed.

3.0 Signing Authority

RESOLUTION

2019-01

Moved: K. Raybould

Seconded: A. Kappes

WHEREAS 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 Chief Financial Officer

SO BE IT RESOLVED that signing authority is provided to **Patricia Avery** as the one other Board member, designated by Resolution until the next election of Officers.

CARRIED

4.0 Adoption of Agenda

RESOLUTION

2019-02

Moved: K. Raybould

Seconded: P. Avery

THAT the Agenda dated January 23, 2019 be approved as presented.

CARRIED

5.0 Adoption of Minutes of Previous Meeting

a. November 28, 2018 Minutes

RESOLUTION

Moved: K. Raybould

2019-03

Seconded: A. Kappes

THAT the Board of Health minutes for the month of November 2018 be approved with revisions.

CARRIED

6.0 Delegations / Presentations

a. Healthy Public Policy

Kristy Harper and Hilary Cutler delivered a presentation on Healthy Public Policy. Questions were raised about smoke-free bylaws and how these are enforced in smaller communities. The Tobacco Enforcement Officers provide services to all Algoma communities and are able to investigate complaints if communities report problem areas to APH. The team is currently at full complement with progress being made on all mandatory inspections.

7.0 Business Arising from Minutes

a. Not Applicable

8.0 Declaration of Conflict of Interest

None declared

9.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - January 2019

RESOLUTION

Moved: E. Pearce

2019-04

Seconded: A. Kappes

THAT the report of the Medical Officer of Health and CEO be adopted as presented.

CARRIED

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

J. Pino provided an overview with some explanation on sources of funding and position of the reserve fund.

RESOLUTION

Moved: P. Avery

2019-05

Seconded: A. Kappes

THAT the Financial statements for the period ending November 30, 2018 be approved as presented.

CARRIED

iii. Community Accountability Planning Submission

J. Pino provided an explanation of CAPS and the work that is done in advance of the submission.

RESOLUTION

Moved: E. Pearce

2019-06

Seconded: M. Scott

THAT the Board of Health reviewed and accepts the Community Accountability Planning Submission (CAPS) report as presented.

CARRIED

10.0 New Business/General Business

a. Relationship Building With Indigenous Communities In Algoma

i. Land Acknowledgement Background

RESOLUTION

Moved: H. O'Brien

2019-07

Seconded: K. Raybould

Whereas the Truth and Reconciliation Commission (TRC) of Canada released a report documenting the voices of survivors of Indian Residential Schools; and

Whereas the modernized Standards for Public Health Programs and Services recognize the requirement for boards of health to engage with Indigenous communities in ways that are meaningful for them; and

Whereas the research project titled "Talking Together To Improve Health" has identified four principles of Indigenous engagement, including respect, trust, self-determination, and commitment; and

Whereas the literature indicates that saying a land acknowledgement, when appropriate, can be a small but important step in continuing to build and sustain meaningful relationships with Indigenous communities and people;

Be it resolved that APH acknowledge the harm that colonization and the residential school system caused and continues to cause to Canada's Indigenous people;

Be it further resolved that the land acknowledgements written for communities in the Algoma district are approved for use by the board of health and staff, when saying the land acknowledgement is deemed meaningful to do so.

CARRIED

11.0 Correspondence

- a.** Congratulations to Algoma Public Health in recognition of their 50th Anniversary from Carol Hughes, MP, Algoma-Manitoulin-Kapuskasing dated Nov 28, 2018.
- b.** Congratulations to Algoma Public Health in recognition of their 50th Anniversary from Michael Mantha, MPP, Algoma-Manitoulin dated Nov 28, 2018.
- c.** Letter to APH BOH Chair from Sudbury & Districts Public Health re 50th Anniversary dated Dec 12, 2018.

- d. Letter to the Attorney General from KFL&A Public Health re Cannabis Retail Locations dated Dec 5, 2018.
- e. Letter to the Minister of Economic Development from Timiskaming Health Unit re Bill 47 dated Dec 10, 2018.
- f. Letter to the Premier from Sudbury & District Public Health re Oral Health Program for Low Income Adults and Seniors dated Dec 7, 2018.
- g. Letter to the Premier from Peterborough Public Health re Opioid Crisis dated Jan 7, 2019.
- h. Letter to the Minister of Economic Development from alPHa re Bill 66 dated Jan 16, 2019.

12.0 Items for Information

- a. Welcome to Board of Health Members from alPHa dated Dec 19, 2018
M. Spruyt explained the alPHa structure and invited those interested to take part in events they organize.
- b. 2018 alPHa BOH Orientation Manual & Governance Toolkit
- c. 2019 CPHA Honorary Awards & Board of Directors
- d. The SSM & Area Drug Strategy Call to Action
- e. Board of Health Orientation
Discussion took place regarding the preferred timing for BOH Orientation. Consensus is that a Saturday session would be best rather than broken into smaller units at each of the BOH meetings. T. Caputo will send a request for date preference to all Board members.

13.0 Addendum

Not applicable

14.0 In Camera - 6:50 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

2019-08

Moved: H. O'Brien

Seconded: A. Kappes

THAT the Board of Health go in camera.

CARRIED

15.0 Open Meeting - 7:03 pm

The Board of Health returned to open meeting without report.

16.0 Announcements / Next Committee Meetings:

Finance & Audit Committee

February 13, 2019 @ 4:30 pm

Prince Meeting Room, 3rd Floor

Board of Health Meeting:

February 27, 2019 @ 5:00 pm

Sault Ste. Marie, Room A

17.0 Evaluation

T. Caputo will send the evaluation through BoardEffect and also by email to the new members.

18.0 Adjournment - 7:06 pm

RESOLUTION

Moved: P. Avery

2019-10

Seconded: A. Kappes

THAT the Board of Health meeting adjourns.

CARRIED

Lee Mason

Lee Mason, Chair

Feb 27/19

Date

Tania Caputo

Tania Caputo, Secretary

February 27-2019.

Date