



Minutes of the Board of Health Regular Meeting

Thursday, May 20, 2010
Board Room, Brockville Office
458 Laurier Boulevard
4:10 p.m. – 6:35 p.m.

Present: J. Butt, Chair
B. Fletcher, Vice Chair
S. Dodge
K. Giroux
K. Graham
G. Grewal
R. Haley
F. Kinsella
J. Lousley
L. Paine
L. Sowchuk
A. Warren
A. Carter, Medical Officer of Health
J. Pearce, Treasurer
H. Bruce, Recording Secretary

Absent: J. Earle

Invitees: Dr. Paula Stewart
J. Hess, Director of Family Health

J. Futchter – Director – Department of Clinical Services
S. Gates – Director – Quality Improvement Department

J. Lyster – Director – Health Protection Department
 J. Mays – Manager – Health Protection Department

T. Boileau, K. Jackson, E. McLean, C. Millard, D. Shewfelt

Agenda Item	Key Discussion Points	Decision	Action
1. Call to Order	J. Butt welcomed everyone.	n/a	n/a
2. Approval of the Agenda	Added designation of voting delegates at alPHa conference in June.	It was moved by: B. Fletcher Seconded by: S. Dodge That: The agenda of the May 20, 2010 Regular Meeting be approved as revised. Motion Carried.	n/a
3. Approval of the Minutes from the Board of Health Regular Meeting held on April 22, 2010	Staff were asked the final number of H1N1 shots given. It was approximately 27,000 for 2009.	It was moved by: A. Warren Seconded by: S. Dodge That: The minutes of the April 22, 2010 Board of Health Regular Meeting be approved as circulated. Motion Carried.	n/a
4.1. Almonte Evaluation Report	Bob Fletcher presented this report to his County. He expects there will be comments brought forward at the next meeting. The report was well received. This report was presented to the Board for	n/a	n/a

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	information.		
5.1. Roots of Empathy Presentation	Roots of Empathy is an evidence based classroom program that has shown dramatic effect in reducing levels of aggression among school children by raising social/emotional competence and increasing empathy. See Appendix #1	n/a	n/a
5.2. HB/HC & PSL Funding Advocacy	The budgets have been frozen since 2008, after only having received a 1% increase. This year we need to gap 1.2 FTE public health nurses to meet the HB/HC budget. We know that early childhood is so important and we encourage the Board to pass the budget with regret and send a letter to the Minister of Children and Youth Services. The Board expressed concern that the ministry was not providing adequate funding for its programs. The possibility of using the reserve or ministry one time funding to fund the deficit this year was discussed, but this is not a long-term solution.	It was moved by: K. Graham Seconded by: G. Grewal That: The Board of Health send a letter to the Minister of Children and Youth Services requesting that the Ministry give consideration to the need for increased funding to Preschool Speech and Language and the Healthy Babies Healthy Children Programs in order to protect the health and welfare of the children in our community. Motion Carried.	A copy of this letter will be sent to alPHa as well as our MPP's and other health units.
6.1. Accounts Payable for March	We have only a few unfavourable variances which	It was moved by: G. Grewal Seconded by: J. Lousley	n/a

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	<p>are related to the seasonality of things. The offset revenue is off because of the receipt of HFO money for the new graduates we are taking on in the spring. J. Pearce reviewed the accounts.</p> <p>\$33,100 for Ontario dental claims was questioned. J. Pearce advised that we get all of that back plus an 8% administration fee.</p>	<p>That: The Board of Health approve Health Unit Accounts Payable for the month of March 2010 in the amount of \$973,740.95.</p> <p>Motion Carried.</p>	
6.2. Healthy Babies/Healthy Children Budget	<p>We need an additional \$84,000 this year for this program but have been told to submit a budget amount equivalent to last year. 100% funded programs are 100% of their allotment not of our identified need. Because of H1N1 last year we were able to cover off the deficit in 2009. Concerns were raised about the ministry not providing adequate funding for this program.</p>	<p>It was moved by: J. Lousley Seconded by: G. Grewal That: The Board of Health approve the 2010 Healthy Babies/Healthy Children base budget submission in the amount of \$1,010,740 with regret.</p> <p>Motion Carried.</p>	See letter to be sent under item 5.2.
6.3. Revised 2010/11 Language Express Program Budget	<p>J. Pearce advised that the budget previously approved by the Board had to be reduced by \$74,000. The ministry has told us to submit a budget amount equivalent to last</p>	<p>It was moved by: R. Haley Seconded by: J. Lousley That: The Board of Health approve the revised 2010/11 Language Express base budget</p>	n/a

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	<p>year's budget. She listed in the cover sheet how we reduced those costs. They did look at alternate sponsors and chose to stay at the health unit which meant that they had to reduce service. There is a letter from the clinical coordinator indicating the impact that she expects.</p>	<p>submission in the amount of \$415,964 with regret.</p> <p>Motion Carried.</p>	
<p>6.4.1. V-205-0 Health Unit Plans</p>	<p>We are coming up to our accreditation and are busy going through our written policies and sometimes they need revision. We had to change the mandatory health programs to the OPHS. There was no change in meaning of this policy.</p>	<p>It was moved by: F. Kinsella Seconded by: R. Haley That: HUAM policy V-205-0 Health Unit Plans be approved as circulated.</p> <p>Motion Carried.</p>	<p>n/a</p>
<p>6.4.2. V-865-0 Workplace Hazardous Materials Information Systems</p>	<p>J. Pearce advised that when health and safety did their review they noticed the policy did not state that employees have to have an annual review of WHMIS. We did eliminate the year of any legislation so that it would be as it is amended from time to time, so we do not have to amend our policies each time.</p>	<p>It was moved by: L. Paine Seconded by: A. Warren That: HUAM policy V-865-0 Workplace Hazardous Materials Information Systems be approved as circulated.</p> <p>Motion Carried.</p>	<p>n/a</p>

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6.4.3. I-45 – Maintenance and Distribution	Dr. Carter advised that we are going electronic with our manuals now and up until this point we have had a number of paper copies. We will only keep 1 master copy and the intranet will be the source for all staff.	It was moved by: A. Warren Seconded by: L. Paine That: HUAM introduction I-45 Maintenance and Distribution be approved as circulated. Motion Carried.	n/a
7. Advocacy	See above.		
7.1. Designation of Voting Delegates for aPHa Conference	Dr. Carter advised that we require 4 board members attending the aPHa conference to be voting delegates. The voting occurs on the last afternoon of the meeting.	It was moved by: L. Paine Seconded by: A. Warren That: The following board members be named as voting delegates for the aPHa Resolutions Session, 2010 Annual Conference: Kim Giroux Janet Lousley Paula Stewart Jack Butt Motion Carried.	n/a
8. Verbal Report of the Medical Officer of Health	See Appendix #2.	n/a	n/a
9. Correspondence	There was no review of the Board correspondence.	n/a	n/a
10. Incamera Meeting	The motion was read at 5:42 p.m.	It was moved by: L. Sowchuk Seconded by: S. Dodge That: This Board move into a	n/a

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		<p>closed session of the Board of Health due to the following:</p> <p>X (b) personal matters about an identifiable individual, including municipal or local board employees;</p> <p>X(g) a matter in respect of which a board or committee may hold a closed meeting.</p> <p>Motion Carried.</p> <p>It was moved by: S. Dodge Seconded by: L. Sowchuk That: This closed session rise and report.</p> <p>Motion Carried.</p>	
11. Report from Incamera	J. Butt advised that staff were given direction to advertise by public tender for pay equity.	n/a	n/a
12. Time, Date and Location of Next Meeting	<ul style="list-style-type: none"> • Thursday, June 17, 2010 Brockville Office – F. Kinsella, A. Warren and R. Haley sent their regrets for this meeting. • Thursday, September 16, 2010 Smiths Falls Office 	n/a	n/a

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13. Adjournment	n/a	It was moved by: A. Warren Seconded by: L. Paine That: The meeting adjourn at 6:35 p.m. Motion Carried.	n/a

 J. Butt, Chair

 Date

 H. Bruce, Recording Secretary

 Date

c: Board members
 HU offices
 Municipalities
 Shared Drive