

**Board of Health for the
Peterborough County-City Health Unit
Minutes
Wednesday, February 9, 2011
(10 Hospital Drive, Peterborough, Ontario)**

Present:

Board Members: Deputy Reeve Andy Sharpe, Chair
Councillor Andrew Beamer
Councillor Henry Clarke
Mr. Jim Embrey
Mayor John Fallis
Chief Keith Knott
Councillor Lesley Parnell
Reeve Mary Smith
Mr. David Watton

Regrets: Mr. Paul Jobe

Staff: Mrs. Ann Bell, Public Health Nurse
Mrs. Brittany Cadence, Supervisor, Communications Services
Mrs. Jennifer Chenier, Health Promoter
Mrs. Barbara Matwey, Administrative Assistant
Dr. Rosana Pellizzari, Medical Officer of Health
Ms. Christine Post, Health Promoter
Mrs. Lorraine Skipwith, Director, Corporate Services
Mrs. Alida Tanna, Administrative Assistant

1. **Call to Order**

Deputy Reeve Sharpe called the meeting to order at 4:45 p.m.

Deputy Reeve Sharpe acknowledged, thanked, and presented a gift to departing Board member, Councillor Doris. Former Medical Officer of Health, Dr. Garry Humphreys presented an overview of Councillor Doris' many years of service to public health.

2. Confirmation of the Agenda

Moved by
Councillor Clarke
That the agenda be approved as circulated.

Seconded by
Chief Knott

- Carried – (M-11-16)

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

4. Delegations and Presentations

4.1 Developments Related to Priority Populations

Presenters: Mrs. Jennifer Chenier, Health Promoter
Ms. Christine Post, Health Promoter

An update was provided on activities related to the priority populations. They explained that identifying priority populations is a requirement under the Ontario Public Health Standards in the Foundational Standards Requirements and the Population Health Assessment and Surveillance Protocol. We are required to *“determine those groups that would most benefit from public health programs and services (priority populations)”* and *“tailor public health programs to meet local populations health needs, including those of priority populations, to the extent possible based on available resources.”* A process to identify these populations was initiated in 2009 and the results were presented to the Board of Health in April 2010. Since that time, the list of 12 priority populations provided to the Board of Health Members in hard copy at the meeting, has been used to: inform the theme discussions for 2010/2011 program planning; develop targeted training sessions with respect to mental health; and guide environmental scan and community consultation tasks under the Health Communities Ontario initiative. This work is ongoing and will be continually reviewed as new data sets become available. These priority populations will be considered as part of planning programs for 2012 and beyond and will also provide a frame of reference for the upcoming Board/Management retreat on the strategic plan in March 2011.

4.2 Staff and Partnership Inventory

Presenter: Mrs. Jennifer Chenier, Health Promoter

The OPHS requires that the Health Unit enhance community partnerships and collaboration. The standards provide the following information regarding this principle: *“The quality and scope of local partnerships shall be an essential*

indicator of success for boards of health in achieving and maintaining the leadership role required to create the conditions necessary for effective change. Boards of health shall continually monitor and evaluate local partnerships and collaborations to determine their effectiveness.” This principle is evident in the Foundational Standard requirements related to population health assessment, surveillance, research and knowledge exchange, and program evaluation and is also expressed in the Population Health Assessment and Surveillance Protocol document.

In response to these requirements, staff has developed an electronic, searchable staff listing and partnership inventory tool now available on the health unit’s HUB (internal intranet). It includes a staff photo directory and a profile for each staff member that includes their photograph, position, title, Manager, office location, e-mail, phone extension, and a listing of all the internal and external committees in which they are involved.

5. Confirmation of the Minutes of the Previous Meeting

Moved by
Mayor Fallis

Seconded by
Councillor Parnell

That the minutes of the Board of Health meeting held on January 19, 2011 be approved.
- Carried - (M-11-17)

6. Business Arising From the Minutes

None.

7. Correspondence

Moved by
Councillor Clarke

Seconded by
Mr. Watton

That the following documents be received for information.

- Carried - (M-11-18)

1. Letter dated January 18, 2011 from the Honourable Deb Matthews, Minister of Health and Long-Term Care to former Chairman Jim Embrey regarding one-time funding for activities related to World Tuberculosis Day on March 24, 2011.
2. Letter dated January 24, 2011 from the Honourable Dalton McGuinty, Premier of Ontario to former Chairman Jim Embrey, in response to his original letter dated January 11, 2011 regarding a comprehensive tobacco strategy.
3. Letter dated January 25, 2010 from Chairman Sharpe to the following regarding energy drinks:

- The Honourable Leona Aglukkaq, Minister of Health, Government of Canada
 - The Honourable Deb Matthews, Minister of Health and Long-Term Care
 - The Honourable Margaret Best, Minister of Health Promotion and Sport
4. Letters dated January 25, 2011, from Chairman Sharpe to the following regarding tobacco control:
- a. Councillor Greg Cowie, Interim Chief and Members of Band Council, Hiawatha First Nation
 - b. Chief Keith Knott and Members of Band Council, Curve Lake First Nation
 - c. Warden J. Murray Jones and Members of Council, County of Peterborough
 - d. Mayor Daryl Bennett and Members of Council, City of Peterborough
5. Letter dated February 3, 2011 from Chairman Sharpe to the Honourable Dalton McGuinty, Premier of Ontario regarding support for the TSAG Report “Building on Our Gains, Taking Action Now: Ontario’s Tobacco Control Strategy for 2011-2016.”
6. Letter dated February 3, 2011 from Mrs. Lorraine Skipwith, Secretary to the Board of Health to the following regarding the Draft Mandatory Food Handling By-law:
- Warden J. Murray Jones, County of Peterborough
 - Mayor Daryl Bennett, City of Peterborough
7. Resolutions
- 7.1 From the Grey Bruce Health Unit regarding:
- Industrial Wind Turbines
- 7.2 From the Perth District Health Unit regarding:
- Menu Labelling

A request was made to forward the letter regarding tobacco control (item 4 c. noted above) to Township Reeves and Deputy Reeves for their information.

8. Program Reports

8.1 Q4 2010 Report

Presenter: Dr. Rosana Pellizzari, Medical Officer of Health

Moved by
Council Parnell

Seconded by
Councillor Clarke

That the Board of Health for the Peterborough County-City Health Unit receive the Q4 2010 Program Report for information.

- Carried – (M-11-19)

9. New Business

9.1 Staff Report: Teen Prenatal Supper Club Evaluation

Presenter: Mrs. Ann Bell, Public Health Nurse

Moved by
Council Beamer

Seconded by
Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit receive the Teen Prenatal Supper Club Evaluation Report for information.

- Carried – (M-11-20)

9.2 Staff Report: Infant and Toddler Development Program Update

Mr. Larry Stinson, Acting Director, Public Health Programs

Moved by
Mr. Embrey

Seconded by
Mayor Fallis

That the Board of Health for the Peterborough County-City Health Unit:

1. Continue to administer the Infant and Toddler Development Program for 2011/12; and
2. Review the funding status and program direction for the 2012/13 fiscal year in consultation with representatives from the Ministry of Children and Youth Services (MCYS) and the Ministry of Community and Social Services (MCSS).

- Carried – (M-11-21)

9.3 Staff Report: Public Health Engineers Advocacy

Dr. Rosana Pellizzari, Medical Officer of Health

Moved by
Chief Knott

Seconded by
Reeve Smith

That the Board of Health for the Peterborough County-City Health Unit endorse a resolution made by the Ontario Public Health Association to re-appoint public health engineers to the Ministry of Health and Long-Term Care.

- Carried - (M-11-22)

9.4 Reclassification of 0.5 FTE Position, Infectious Diseases Program

Mrs. Edwina Dusome, Program Manager

Moved by
Mr. Watton

Seconded by
Mr. Embrey

That the Board of Health for the Peterborough County-City Health Unit approve the reclassification of a 0.5 Full-Time Equivalent (FTE) Registered Nurse position, assigned to Infectious Disease programs, to a Public Health Nurse position.

- Carried - (M-11-23)

9.5 Performance Management Working Group, Ministry of Health and Long-Term Care: Organizational Standards

Presenter: Dr. Rosana Pellizzari, Medical Officer of Health

Moved by
Mayor Fallis

Seconded by
Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit defer this presentation until the next regular Board of Health meeting.

- Carried - (M-11-24)

9.6 Electronic Agendas

Moved by
Reeve Smith

Seconded by
Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit investigate the use of electronic agendas further. Alida will poll members to see who would still like paper form for the next regular meeting.

- Carried - (M-11-25)

10. By-laws

None

11. In Camera

Moved by
Councillor Parnell

Seconded by
Mr. Watton

That the Board of Health go In Camera to discuss confidential matters.

- Carried – (M-11- 26)

Moved by
Councillor Parnell

Seconded by
Mr. Embrey

That the Board of Health rise from In Camera.

- Carried – (M-11-27)

12. Date, Time, and Place of the Next Regular Meetings

March 9, 2011

13. Adjournment

Moved by
Councillor Parnell
That the meeting be adjourned.

Seconded by
Chief Knott

- Carried – (M-11-28)

The meeting adjourned at 6:45 p.m.

Chairperson

Medical Officer of Health