

**Board of Health for the
Peterborough County-City Health Unit
Minutes
Wednesday, January 13, 2010
(10 Hospital Drive, Peterborough, Ontario)**

Present:

Board Members: Chief Laurie Carr
Councillor Jack Doris
Mr. Jim Embrey
Deputy Reeve Paul Heath
Mr. Paul Jobe
Chief Keith Knott
Deputy Reeve Madeline Pearson
Mr. David Watton
Deputy Reeve Andy Sharpe

Regrets: Councillor Henry Clarke
Councillor Patti Peeters

Staff: Dr. Rosana Pellizzari, Medical Officer of Health
Mrs. Lorraine Skipwith, Director, Corporate Services
Mr. Larry Stinson, Acting Director, Public Health Programs
Mrs. Ann Keys, Manager, Child and Family Health, and Clinical Services
Dr. Dick Ito, Dental Consultant
Mrs. Tracey Stevens, Dental Hygienist
Mrs. Brittany Cadence, Communications Officer
Mrs. Alida Tanna, Administrative Assistant
Mr. Andrew Kurc, Epidemiologist

Media: Mr. Kennedy Gordon, The Examiner

1. Call to Order

In accordance with Board of Health By-Law Number 3, The Calling of and Proceedings at Meetings, Dr. Pellizzari called the meeting to order at 5:00 p.m. Dr. Pellizzari welcomed everyone to the first meeting of the Board of Health for 2010.

Copies of the Municipal Conflict of Interest Act were distributed. Dr. Pellizzari reminded Board members that at the beginning of each meeting members of the Board of Health are required to declare any pecuniary interest, direct or indirect, they may have in any matter before the Board of Health.

1. Call to Order (Cont'd)

Dr. Pellizzari introduced new member of staff, Mr. Andrew Kurc, Epidemiologist.

2. Elections

2.1 Chairperson

Prior to calling for nominations for the position of Chairperson of the Board of Health for 2010, Dr. Pellizzari recognized outgoing Chairperson, Councillor Henry Clarke for his leadership during 2009. Dr. Pellizzari stated that Councillor Clarke had done an excellent job as Chairperson of the Board of Health and had affirmed the work of staff during the Health Unit's response to H1N1.

Dr. Pellizzari called for nominations for the position of Chairperson of the Board of Health for 2010.

Moved by
Deputy Reeve Pearson

Seconded by
Mr. Watton

That Mr. Embrey be nominated Chairperson of the Board of Health for 2010.

There were no additional nominations for Chairperson of the Board of Health for 2010.

Moved by
Councillor Doris

Seconded by
Mr. Deputy Reeve Heath

That nominations be closed.

- Carried - (M-10-01)

Dr. Pellizzari declared nominations closed.

Mr. Embrey agreed to let his name stand for the position of Chairperson.

Mr. Embrey was acclaimed to the position of Chairperson of the Board of Health for the year 2010.

Mr. Embrey thanked the members of the Board of Health for acclaiming him to the position of Chairperson of the Board of Health for 2010.

Mr. Embrey acknowledged the work of outgoing Chairperson, Councillor Henry Clark and past member of the Board of Health, Reeve Ron Millen.

2. Elections (Cont'd)

2.2 Vice-Chairperson

Mr. Embrey called for nominations for the position of Vice-Chairperson of the Board of Health for 2010.

Moved by	Seconded by
Mr. Jobe	Deputy Reeve Heath
That Chief Laurie Carr be nominated Vice-Chairperson of the Board of Health for 2010.	

There were no additional nominations for Vice-Chairperson of the Board of Health for 2010.

Moved by	Seconded by
Councillor Doris	Deputy Reeve Pearson
That nominations be closed.	

- Carried - (M-10-02)

Mr. Embrey declared nominations closed.

Chief Carr agreed to let her name stand for the position of Vice-Chairperson.

Chief Carr was acclaimed to the position of Vice-Chairperson of the Board of Health for the year 2010.

3. Committees

Moved by	Seconded by
Mr. Jobe	Deputy Reeve Pearson
That subject to the agreement of Councillor Clarke at the next meeting of the Board of Health, the following committee appointments be approved for 2010.	

Policy and Procedure Committee

Mr. Paul Jobe (Chair), Councillor Patti Peeters

3. **Committees (Cont'd)**

Property Committee

Deputy Reeve Sharpe (Chair), Councillor Henry Clarke, Mr. Paul Jobe

- Carried – (M-10-03)

The Chairperson is an ex-officio member of all Board of Health committees.

4. **Establishment of Date and Time of Regular Meetings**

Moved by
Mr. Watton

Seconded by
Deputy Reeve Pearson

That the regular meetings of the Board of Health be held on the second Wednesday of each month starting at 4:45 p.m. in the Board Room, 10 Hospital Drive, Peterborough, or at the call of the Chairperson.

- Carried - (M-10-04)

5. **Establishment of Honourarium for 2009**

Moved by
Deputy Reeve Heath

Seconded by
Deputy Reeve Sharpe

That Board members' honorarium remain at \$145.61. This rate to be reviewed again by the Board of Health following union negotiations.

- Carried - (M-10-05)

6. **Approval of Agenda**

Moved by
Mr. Jobe

Seconded by
Chief Knott

That the agenda be approved as circulated.

- Carried (M-10-06)

7. Presentation

Emergency Response Orientation – Part 2 (Business Continuity)

Dr. Pellizzari presented the second part of the Board's orientation to the Health Unit's Emergency Response Plan. Part 2 addresses the requirement for the Board of Health to have a business continuity plan in the event of an emergency.

8. Approval of the Minutes

Moved by
Chief Knott

Seconded by
Mr. Jobe

That the corrected minutes of the Board of Health meeting held on December 9, 2009 be approved.

- Carried - (M-10-07)

9. Business Arising from the Minutes

9.1 Board of Health Self Assessment

Dr. Pellizzari reminded Board members that starting at 7:00 pm Board members will take part in a self assessment session facilitated by Mrs. Jennifer Chenier, Health Promoter, Planning and Evaluation.

9.2 Health Unit's Pandemic Plan

Dr. Pellizzari stated that some revisions may be needed to the Health Unit's pandemic plan as a result of the recent experience with H1N1.

9.3 Other Business Arising from the Minutes

No other business arising from the minutes was discussed.

10. Correspondence

Moved by
Councillor Doris

Seconded by
Mr. Jobe

That the following documents be received for information.

1. E-mail received on December 18, 2009 from Ms. Allison J. Stuart, Assistant Deputy Minister, Ministry of Health and Long-Term Care to all Ontario Health Units containing some preliminary budget directions for 2010.

10. Correspondence (Cont'd)

2. Letter received via e-mail on December 24, 2009 from Ms. Jean Lam for Ms. Angela Longo, Deputy Minister, Ministry of Health Promotion to all Ontario Health Units regarding budget allocations for 2010.

- Carried – (M-10-08)

11. Reports

Medical Officer of Health

11.1 Health Unit Organizational Structure

Dr. Pellizzari informed Board members about changes that have been made to the Health Unit's organizational structure to support the implementation of the new Ontario Public Health Standards. Dr. Pellizzari explained that there may be additional changes as management works through the implementation of the new program standards.

Councillor Doris stated that he was pleased with the changes and commended Dr. Pellizzari for ensuring that the Health Unit was structured in a way that supports the delivery of the new program standards.

11.2 Q4 2009 Report

Mr. Watton stated that he was very pleased with the new reporting format. He stated that he understood the format was under development and would improve further over time. Mr. Watton stated that it is a useful tool in assessing Board members' responsibilities.

The Health Unit's H1N1 mass immunization campaign affected program staff's ability to achieve some 2009 program objectives. The report also pointed out gaps and areas that need to be addressed.

Mr. Watton questioned the role of the Public Health Agency. He asked if this agency can help the Board of Health achieve its mandated responsibilities.

Mr. Jobe suggested that where shortfalls are indicated in the report, information be included on how the Health Unit plans to address the shortfalls.

11. Reports (Cont'd)

Medical Officer of Health (Cont'd)

11.2 Q4 2009 Report (Cont'd)

Mr. Embrey asked if the Ministry of Health and Long-Term Care requires Health Units to provide information on their compliance with the Ontario Public Health Standards. Dr. Pellizzari replied that reporting indicators are being developed. Some of these indicators will be included in Accountability Agreements with Boards of Health.

Moved by
Mr. Watton

Seconded by
Mr. Jobe

That the Q4 2009 report be received for information.

- Carried – (M-10-09)

12. New Business

Low Income Dental Proposal

Dr. Pellizzari introduced Mrs. Ann Keys, Manager, Child and Family Health, and Clinical Services, Dr. Dick Ito, Dental Consultant, and Mrs. Tracey Stevens, Dental Hygienist.

Mrs. Keys, Dr. Ito, and Mrs. Stevens presented an overview of, and answered questions about, the low income dental program proposal. The deadline for the proposal to be submitted to the Province is January 29, 2010.

Moved by
Mr. Jobe

Seconded by
Deputy Reeve Pearson

That the Board of Health approve in principle the Low Income Dental Program proposal.

- Carried – (M-10-10)

Mr. Embrey will read and sign the detailed proposal document before it is submitted to the Ministry of Health and Long-Term Care.

13. **In Camera**

Moved by
Mr. Jobe

Seconded by
Mr. Watton

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

- Carried - (M-10-11)

Moved by
Mr. Watton

Seconded by
Mr. Jobe

That the Board of Health rise from In Camera.

- Carried – (M-10-12)

Moved by
Mr. Jobe

Seconded by
Deputy Reeve Heath

That the Board of Health's Negotiating Committee be authorized to proceed with contract negotiations with the Canadian Union of Public Employees.

- Carried (M-10-13)

14. **Date, Time and Place of Next Meeting**

The next regular meeting of the Board of Health will be held on Wednesday, February 10, 2010 in the Board Room at 10 Hospital Drive, or at the call of the Chairperson.

15. **Adjournment**

Moved by
Mr. Watton

Seconded by
Deputy Reeve Heath

That the meeting be adjourned.

- Carried - (M-10-14)

The meeting adjourned at 7:10 p.m.

Chairperson

Medical Officer of Health