



MIDDLESEX-LONDON HEALTH UNIT

REPORT NO. 031-14

TO: Chair and Members of the Board of Health

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2014 May 15

FINANCE AND FACILITIES COMMITTEE: MAY 1, 2014 MEETING

The Finance and Facilities Committee (FFC) met at 9:00 a.m. on May 1, 2014 ([Agenda](#)). The draft public minutes are attached as [Appendix A](#). The following items were discussed at the meeting and recommendations made:

Reports	Summary of Discussion	Recommendations for Board of Health's Consideration
2014 Q1 Budget Variance 020-14FFC	Mr. Millson explained that this report provides financial projections for the end of the year; however, processes are still evolving to be able to accurately show information by quarter. The FFC received the information and decided that the Board of Health should review the report at the Q2 stage.	It was moved by Mr. Peer, seconded by Mr. Meyer that the FFC Receive Report No. 020-14FFC re 2014 Q1 Budget Variance, along with the explanations provided by Mr. Millson, for information.
2014 BOH Remuneration 021-14FFC	Based on County Council decision on March 25th, 2014 to pass a new rate for rate of \$144.16, which represents a 1.5% increase.	It was moved by Mr. Meyer, seconded by Mr. Peer that the Finance & Facilities Committee make recommendation to the Board of Health to increase the Board of Health member compensation rate for a half day meeting to \$144.16 retroactively to January 1st, 2014.
Insurance Review Update 022-14FFC	Mr. Millson reported that the review of insurance requirements will continue in 2014 and any approved changes will be implemented for the 2015 operating year.	It was moved by Mr. Peer, seconded by Mr. Bolton that the Finance and Facilities Committee recommend: <ol style="list-style-type: none">1) That the Board of Health no longer contribute or reduce its contributions to City of London's Self Insurance Reserve Fund as the Board has not had any claims; and2) That the Board of Health direct Health Unit staff to look for Insurance that provides better value than the current Policy.

Reports	Summary of Discussion	Recommendations for Board of Health's Consideration
New Reserve Funds 023-14FFC	Dr. Mackie reported that the Health Unit has had discussions with both the City and the County about reserve funds. The FFC had a discussion about reserve funds, and moved in camera for part of the discussion	It was moved by Mr. Peer, seconded by Mr. Bolton that Report 023-14FFC be received for information. It was moved by Mr. Meyer, seconded by Mr. Bolton that the recommendation to create new reserve funds be tabled until the Finance and Facilities Committee receives the 2013 audited statements and more information is available.
Sick Leave Reserve Fund Balance 026-14FFC	This report is related to the discussion about Report No. 023-14FFC	It was moved by Mr. Peer, seconded by Mr. Bolton that Report No. 026-14FFC be tabled until the Finance and Facilities Committee receives the 2013 audited statements and more information is available.
Financial Policies – Group 1 Review 024-14FFC	Staff to make minor revisions to the wording in the policies before they are presented to the Board.	It was moved by Mr. Meyer, seconded by Mr. Bolton that the Finance and Facilities Committee recommend that the Board of Health: 1) Endorse the Financial Signing Authority policy as appended to Report No. 024-14FFC re: Finance Policies Review: Report 1 of 3 and recommend that the Board of Health approve this policy with the above revision made; and 2) Receive for information the policies on Moving Expenses, Corporate Credit Cards and Petty Cash as appended to Report No. 024-14FFC re: Finance Policies Review: Report 1 of 3.
2013 Dental Clinic Shortfall 025-14FFC	Strategies used in 2013 and new strategies will be used to minimize the shortfall in the Dental Clinic for 2014.	It was moved by Mr. Bolton, seconded by Mr. Meyer that that Report No. 025-14FFC re Dental Clinic 2013 Financial Shortfall be received for information.

Confidential

At 9:30 a.m., the FFC moved in camera to discuss a matter concerning litigation or potential litigation. The FFC returned to public forum at 9:40 a.m. and reported that a matter was discussed concerning litigation or potential litigation.

Next Meeting

The June meeting has been rescheduled to Thursday, June 12, 2014 at 9:00 a.m. due to a conflict on June 5th with the Association of Local Public Health Agencies (alPHA) joint conference and AGM.



Christopher Mackie, MD, MHSc, CCFP, FRCPC
Medical Officer of Health

This report addresses the Ontario Public Health Organizational Standards
