

MINUTES
MIDDLESEX-LONDON BOARD OF HEALTH
2011 October 20

MEMBERS PRESENT:

Ms. Patricia Coderre (Chair)
Ms. Denise Brown
Dr. Francine Lortie-Monette
Ms. Doreen McLinchey
Mr. Marcel Meyer
Mr. Stephen Orser
Ms. Viola Poletes Montgomery (Vice Chair)
Ms. Nancy Poole
Mr. Mark Studenny

REGRETS:

Mr. Al Edmondson
Mr. Don Shipway

OTHERS PRESENT:

Dr. Graham Pollett, Medical Officer of Health and Chief Executive Officer
Mr. Wally Adams, Director, Environmental Health and Chronic Disease Prevention Services
Ms. Vanessa Bell, Manager, Privacy and Occupational Health & Safety
Ms. Melody Couvillon, Manager, Procurement and Operations
Mr. Dan Flaherty, Manager, Communications
Mr. Ross Graham, Manager, Special Projects
Mr. John Millson, Director, Finance and Operations
Mr. Paul Owen, University of Western Ontario, Master's of Journalism Program
Ms. Christine Preece, Manager, Young Adult Team
Ms. Marlene Price, Manager, Vaccine Preventable Diseases Team
Ms. Sherri Sanders, Executive Assistant to the Board of Health (Recorder)
Mr. Rick Shantz, Director, Information Technology
Mr. Paul Sharma, Manager, Oral Health Services
Ms. Barb Sussex, Staff Immunization Nurse
Ms. Louise Tyler, Director, Human Resources and Labour Relations
Dr. Bryna Warshawsky, Associate Medical Officer of Health and Director, Oral Health, Communicable Disease & Sexual Health Services

MEDIA OUTLETS: None present

Ms. Patricia Coderre, Chair, called the meeting to order at 7:00 p.m. Chair Coderre welcomed newly appointed Board member, Mr. Stephen Orser, City Councillor from Ward 4, to the Board of Health.

Chair Coderre reported that Board member, Mr. Al Edmondson, would be absent from the meeting as he is attending the Association of Local Public Health Agencies (aLPHa) Symposium in Toronto. Mr. Edmondson represents the southwest region on the Board of Health section of the aLPHa Board of Directors.

Chair Coderre reported that Board member, Mr. Don Shipway, also sent regrets to the meeting due to illness.

Dr. Graham Pollett, Medical Officer of Health and Chief Executive Officer, advised Board members that there was a revised Appendix A to Report No. 094-11 Medical Officer of Health Activity Report – October in front of them and that an additional confidential report would be discussed at the in camera session.

DISCLOSURES OF CONFLICT(S) OF INTEREST

Chair Coderre inquired if there were any disclosures of conflict of interest to be made. None were declared.

APPROVAL OF AGENDA

It was moved by Ms. Brown, seconded by Dr. Lortie-Monette *that the Agenda for the October 20, 2011, Board of Health meeting be approved with the addition of a confidential report to the in camera portion of the meeting.* Carried

APPROVAL OF MINUTES

It was moved by Mr. Studenny, seconded by Mr. Meyer *that the Minutes of the September 15, 2011, Board of Health meeting be approved.* Carried

REPORTS WITH DELEGATIONS

6) Report No. 095-11 re 2011 Staff Immunization Program Update

Ms. Vanessa Bell, Manager, Privacy and Occupational Health & Safety, introduced Ms. Barb Sussex, Staff Immunization Nurse. Ms. Sussex assisted Board members with their understanding of this report.

Ms. Sussex highlighted that several clinics would be offered for staff members to make it more convenient to get a flu shot. Staff members who receive their flu shot will be given a bracelet stating 'You're in good hands ... I got my flu shot,' to promote the vaccine in the workplace and to the public. Ms. Sussex also reported that in 2010-11, 60% of staff received the flu vaccine; she is aiming for this percentage or higher for 2011-12.

It was moved by Ms. McLinchey, seconded by Ms. Brown *that Report No. 095-11 re 2011 Staff Immunization Program Update be received for information.* Carried

4) Report No. 093-11 re Achieving the Ontario Public Health Standards Organizational Standards

Mr. Ross Graham, Manager, Special Projects, assisted Board members with their understanding of this report using a PowerPoint presentation. A copy of the PowerPoint presentation is filed with the minutes.

Mr. Graham highlighted that the Standards described in the Ontario Public Health Organizational Standards document are required to be met by all Boards of Health. Mr. Graham also reported that a new staff committee is being developed that will focus on measurement and compliance with the Organizational Standards.

Dr. Pollett drew Board members' attention to page 4.13 of the Board of Health agenda and advised that this section of the Organizational Standards ties into the proposed 2012 Health Unit budget report for later discussion, this agenda. Dr. Pollett explained that 'obligated municipalities' for the Middlesex-London Health Unit means Middlesex County and the City of London as defined by provincial legislation.

Mr. Graham explained that the online training offered by the Ministry of Health and Long-Term Care is specifically designed for Board of Health members. Board members expressed interest in holding a separate meeting to receive a 1.5 hour in-service on the Organizational Standards. Staff will send out information about the online training, as well as, potential dates for a Board of Health in-service.

In response to a question about the legal repercussions if a Board of Health is not able to fulfill a requirement of the Organizational Standards, Dr. Pollett explained that under the Health Promotion and Protection Act, the province has the authority to send an assessor to review Board of Health performance. Dr. Pollett also explained that compliance with the Organizational Standards and the Ontario Public Health Standards is a condition of the Public Health Accountability Agreement. All Boards of Health must sign the agreement to receive provincial funding.

It was moved by Ms. Brown, seconded by Mr. Meyer:

1. *That Board of Health members complete the Ministry of Health and Long-Term Care online training module for the Public Health Organizational Standards and Ontario Public Health Standards.*
2. *That the Board of Health meet for an education session to review the Organizational Standards and the Ontario Public Health Standards in greater detail.*

Carried

3) Report No. 092-11 re 2012 Proposed Budget – Cost-Shared Programs

Mr. John Millson, Director, Finance and Operations, assisted Board members with their consideration of this report with the use of a PowerPoint presentation. A copy of the presentation is filed with the minutes.

Mr. Millson highlighted that the Health Unit has not requested an increase in municipal funding since 2004, and that since that time, there has been an \$8.4 million increase in the budget due to increases in provincial funding.

After discussion, it was moved by Mr. Orser, seconded by Ms. Poletes Montgomery *that the Board of Health approve the 2011 base budget adjustments as described in Report No. 092-11.* Carried

After discussion, it was moved by Mr. Orser, seconded by Ms. Poletes Montgomery *that the Board of Health approve the 2012 proposed budget for the Mandatory & Related Programs budget (Cost-Shared Programs) at*

the net amount of \$23,084,266 representing an increase of \$444,094, as described in Scenario #1 of Report No. 092 -11. Carried.

ACTION REQUIRED

1) Report No. 090-11 re Request for Proposal 11-03: Graphic Design Services

Mr. Dan Flaherty, Manager, Communications, assisted Board members with their consideration of this report. Mr. Flaherty explained that the companies listed in the Board report are involved in the design of material; they do not print the material. All firms must comply with the Health Unit's Graphic Standards. Mr. Flaherty also explained that by entering into non-exclusive service agreements with four firms, Health Unit staff members have a choice of and can build a relationship with one or more firm's designers.

After discussion, it was moved by Mr. Meyer, seconded by Mr. Orser *that the Board of Health enter into non-exclusive service agreements with the following four (4) graphic design firms for the three year period November 1, 2011, to October 31, 2014:*

- 1) *Kreative Advertising*
- 2) *Si Design*
- 3) *Keyframe Communications*
- 4) *Imantis Advertising*

Carried

2) Report No. 091-11 re Tender 11-01: Janitorial Services

Ms. Melody Couvillon, Manager, Procurement and Operations, assisted Board members with their consideration of this report.

After discussion, it was moved by Ms. McLinchey, seconded by Mr. Orser *that contracts for Janitorial Services for a three (3) year period be awarded as follows:*

- i) *Metropolitan Maintenance – for leased premises located at 50 King Street and 399 Ridout Street, London, Ontario for a total amount of \$448,090.20, and further;*
- ii) *Double M & M – for leased premises located at the Kenwick Mall, 51 Front Street, Strathroy, Ontario for a total amount of \$41,425.80.*

Carried

INFORMATION REPORTS

5) Report No. 094-11 re Medical Officer of Health Activity Report – October

Dr. Pollett introduced Mr. Paul Sharma as the new Manager, Oral Health Services. Mr. Sharma is a Dental Hygienist and comes to this Health Unit from the Hastings and Prince Edward Counties Health Unit.

Dr. Pollett also discussed recent publicity about the redevelopment of land at the Fork of the Thames. He explained that as the Health Unit is a tenant of 50 King Street rather than an owner, staff members have not been part of the decision making or planning process. The Health Unit's current lease expires in 2016. However, as part of the Health Unit's strategic planning process (under the three year strategic directions), a facilities plan is to be developed.

It was moved by Ms. Brown, seconded by Mr. Studenny *that Report No. 094-11 re Medical Officer of Health Activity Report –October be received for information.*

Carried

7) Report No. 096-11 re 2011 – 2012 Influenza Vaccination Program Plans

Dr. Bryna Warshawsky, Associate Medical Officer of Health and Director, Oral Health, Communicable Disease & Sexual Health Services, assisted Board members with their consideration of this report. Dr. Warshawsky reported that the Health Unit will be advertising the community flu clinics on the Health Unit website, on Twitter, and in advertisements in City and County newspapers. A news release was sent out on October 20th; CTV did a story on the 6:00 pm news. Due to logistics, the Drive-Through Flu Clinic will continue to be hosted at 50 King Street only.

8) Report No. 097-11 re Ontario Council on Community Health Accreditation Site Visit

9) Report No. 098-11 re Engaging Youth in School Communities

10) Report No. 099-11 re Media Summary Report – January to June 2011

It was moved by Mr. Orser, seconded by Mr. Studenny *that the above Information Reports listed as items 7 through 10 be received for information.* Carried

CORRESPONDENCE

There were no questions re correspondence.

IN CAMERA - CONFIDENTIAL

At 8.42 p.m., it was moved by Ms. Brown, seconded by Mr. Orser *that the Board of Health move in camera for the purpose of considering a matter concerning labour relations or employee negotiations and for the purpose of considering a matter concerning litigation or potential litigation, including matters before administrative tribunals; affecting the Middlesex-London Health Unit.* Carried

At 9:11 p.m., the Board of Health returned to public session and reported that progress had been made on matters concerning labour relations or employee negotiations and litigation or potential litigation, including matters before administrative tribunals; affecting the Middlesex-London Health Unit.

Next Board of Health Meeting – Thursday, November 17, 2011, at 7:00 p.m.

ADJOURNMENT

At 9:15 p.m., it was moved by Ms. Brown, seconded by Ms. Poole *that the meeting be adjourned.* Carried

PATRICIA L. CODERRE
Chair

GRAHAM L. POLLETT
Secretary-Treasurer