



TO: Chair and Members of the Board of Health  
 FROM: Christopher Mackie, Medical Officer of Health  
 DATE: 2013 October 17

**FINANCE AND FACILITIES COMMITTEE REPORT – OCTOBER MEETING**

The Finance and Facilities Committee (FFC) met at 9:00 a.m. on Thursday, October 3, 2013 ([AGENDA](#)). The draft minutes of this meeting are attached as [Appendix A](#).

The following reports were discussed at the October meeting and recommendations made:

Report	Summary of Discussion	Recommendations for Board of Health’s Consideration
Review of Financial Policies <a href="#">(Report No. 010-13C)</a>	<p>Mr. John Millson reviewed a slide presentation prepared by PricewaterhouseCoopers (PwC) to summarize their recommendations for three Health Unit finance policies.</p> <p>PwC has corrected the factual errors about mileage rates (page10) and the reference to Director of Education (page 19) in Appendix A of Report No. 010-13C (<a href="#">revised Appendix A</a>).</p> <p>In addition to the planned review of all financial policies, the Committee asked Mr. Millson to bring back information about the Health Unit’s corporate credit card for future discussion.</p>	<p>It was moved by Ms. Brown, seconded by Mr. Meyer <i>that the Finance and Facilities Committee recommend that the Board of Health approve that the meal allowances, identified in Policy 4-120 “Out-of-Town Travel” attached as Appendix B, be reduced to \$10/\$20/\$30 and the per diem rate be eliminated.</i></p> <p>Table continued on page 2</p>

Report	Summary of Discussion	Recommendations for Board of Health's Consideration
<b>Counterpoint Needle Exchange Program Agreement</b> <a href="#">(Report No. 011-13C)</a>	The Committee reviewed the program agreement between the Health Unit and the Regional HIV AIDS Connection	It was moved by Ms. Fulton, seconded by Mr. Bolton <i>that the Finance and Facilities Committee recommend that the Board of Health endorse the Board Chair to sign the Counterpoint Needle Exchange Program Agreement with the Regional HIV AIDS Connection as appended to Report No. 011-13C.</i>
<b>Ministry of Health and Long-Term Care 100% Funding – Panorama Implementation</b> <a href="#">(Report No. 012-13C)</a>	The Committee reviewed the Panorama Implementation Project budget	It was moved by Mr. Bolton, seconded by Mr. Meyer <i>that the Finance and Facilities Committee recommend that the Board of Health approve the Panorama Implementation Project budget as attached to Report No. 012-13C.</i>
<b>Strathroy Office Lease</b> <a href="#">(Report No. 013-13C)</a>	The Committee discussed the office area leased by the Health Unit in Strathroy. The lease expires on June 30, 2014.	It was moved by Mr. Bolton, seconded by Mr. Peer <i>that the Finance and Facilities Committee recommend that the Board of Health direct staff to perform a market assessment review and to bring back options regarding the Strathroy office lease to the Committee prior to the end of 2013.</i>
<b>Generator Update - Verbal</b>	Dr. Mackie gave a verbal update about a potential generator for the 50 King Street location.	The Committee appointed Mr. Peer, Mr. Meyer and Mr. Bolton to an ad hoc committee that will work with staff, the County and engineers to determine the best generator option for consideration.

The next scheduled meeting of the Finance and Facilities Committee is November 7, 2013.



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

**This report addresses** the Ontario Public Health Organizational Standards