



MIDDLESEX-LONDON HEALTH UNIT

REPORT NO. 025-14

TO: Chair and Members of the Board of Health

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2014 April 24

**FINANCE AND FACILITIES COMMITTEE:
MARCH 26, 2014 MEETING**

The Finance and Facilities Committee (FFC) met at 9:00 a.m. on March 26, 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
Ministry Funding Announcements – 100% Programs (012-14FFC)	<p>John Millson reviewed the one-time funding letters for the Healthy Child Development Programs from the Ministry of Children and Youth Services (MCYS).</p> <p>The FFC agreed that it would consider similar one-time funding letters in an aggregate motion at future meetings.</p> <p>The Committee recommended that the Health Unit send a letter to MCYS thanking them for the one-time funding and explaining that this Health Unit already subsidizes the program with local tax dollars.</p>	<p>The FFC made the following recommendations to the Board of Health:</p> <ol style="list-style-type: none"> 1) To receive the one-time funding letters attached as Appendix A to Report No. 012-14FFC as information, and 2) To increase the operating budget for the Best Beginnings Team by \$28,400 for one year only to be funded 100% by one-time grants from the Ministry of Children and Youth Services, and further 3) To increase the 2014 operating budget for the Screening, Assessment & Intervention Team for one year only to be funded 100% by a one-time grant from the Ministry of Children and Youth Services.
2014 Ministry Grant Request – One-time Business Case re: Nicotine Replacement Therapy (NRT) (013-14FFC)	<p>A one-time business case for enhanced smoking cessation funding for the purchase of Nicotine Replacement Therapy was submitted to the Ministry of Health & Long-Term Care.</p> <p>Dr. Mackie will follow up on a suggestion to charge a nominal fee to those clients seeking NRT who can afford to pay something to encourage them “to invest” in their own smoking cessation efforts.</p>	<p>The FFC made a recommendation to the Board of Health to authorize the Board Chair to receive the \$27,000 grant if the Ministry of Health and Long-Term Care approves the one-time Business Case for Enhanced Smoking Cessation funding for Nicotine Replacement Treatment, if approved, as presented in Appendix A to Report No. 013-14FFC.</p>
2013 Vendor / Visa Payments (014-14FFC)	<p>Mr. Millson reviewed the list of vendors that received \$100,000 or greater from the Health Unit in 2013</p>	<p>The FFC made a recommendation to the Board of Health to receive Appendix A (List of Vendors over \$100,000) to Report No. 014-14FFC as information.</p>

	and a summary of purchases made using the corporate purchase cards.	
Shared Library Services Agreement 2014/15 Funding Year (015-14FFC)	This Health Unit is a designated library hub which provides shared library services to five other health units. The 2014/15 transfer payment agreement provides 100% funding for the delivery of the shared library services	The FFC made the following recommendations to the Board of Health: 1) Review the 2014/2015 Transfer Payment Agreement as attached to Report No. 015-14FFC and make recommendation to the Board of Health to authorize the Board Chair to sign the agreement; and further 2) Reduce the 2014 operating budget for Human Resources & Labour Relations by \$7,525 to reflect the reduced grant.
FoodNet Canada's Ontario Site – Memorandum of Agreement (016-14FFC)	FoodNet Canada is funded by the Public Health Agency of Canada (PHAC) for a 3-year term. It is an enhanced integrated surveillance program for food- and water-borne illnesses, such as E. coli O157:H7, listeria and salmonella.	The FFC made the following recommendations to the Board of Health: 1) That the Board Chair sign the Memorandum of Agreement as attached to Report No. 016-14FFC, and further 2) That the 2014 operating budget be revised to include the 100% funding for the FoodNet Canada program of \$159,383 as outlined in Table 1 of Report No. 016-14FFC .
Financial Policies – Status Update (017-14FFC)		The FFC recommended that the Board of Health receive Report No. 017-14FFC re Finance Policies Internal Review Process for information.
Proposal for the Completion of a Workplace Violence Risk Assessment (018-14FFC)	The Board of Health is accountable for ensuring that requirements with respect to workplace violence and domestic violence in the workplace under the Occupational Health and Safety Act are met. This report addresses 2 outstanding requirements: the completion of a workplace violence risk assessment and the design/delivery of associated staff training.	The FFC recommend that the Board of Health receive Report No. 018-14FFC re Proposal for the Completion of a Workplace Violence Risk Assessment for information.

CONFIDENTIAL

The Finance and Facilities Committee moved in camera to discuss a proposed or pending acquisition of land by the Middlesex-London Board of Health.

OTHER BUSINESS

The next scheduled Finance and Facilities Committee Meeting is Thursday, May 1, at 9:00 a.m. Room 3A, 50 King Street, London.



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

This report addresses the Ontario Public Health Organizational Standards
