



MIDDLESEX-LONDON HEALTH UNIT

REPORT NO. 044-14

TO: Chair and Members of the Board of Health  
FROM: Christopher Mackie, Medical Officer of Health  
DATE: 2014 July 17

**FINANCE AND FACILITIES COMMITTEE:  
JULY 3, 2014 MEETING**

The Finance and Facilities Committee (FFC) met at 9:00 a.m. on July 3, 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
Financial Policies Review ( <a href="#">029-14FFC</a> )	<p>In consultation with PwC, the Senior Leadership Team reviewed these policies to ensure they reflect industry best practices, and are also fiscally responsible and operationally feasible.</p> <p>The FFC reviewed and commented on the following Financial Policies: Policy 4-090 Use of Personal Vehicle Policy 4-120 Out of Town Travel Policy 4-140 Tangible Capital Assets Policy 4-050 Donation Acceptance Policy 4-060 Grant Applications and Agreements Policy 4-070 Corporate Sponsorship Policy 4-055 Gifts and Honorariums</p>	<p>It was moved by Mr. Orser, seconded by Mr. Peer that Policy 4-055 re Gifts and Honorariums be revised to read as follows: <i>Staff are not permitted to accept token gifts of appreciation of any value, and any gifts become the property of the Middlesex-London Health Unit.</i> Carried</p> <p>It was moved by Mr. Bolton, seconded by Mr. Orser that the Finance &amp; Facilities Committee recommend that the Board of Health:</p> <ol style="list-style-type: none"><li>1) Approve the Out of Town Travel Expenses, Tangible Capital Assets, Use of Personal Vehicle, Grant Applications and Agreements, and Corporate Sponsorship policies as appended to Report No. 029-14FFC, and further</li><li>2) Approve the Gifts and Honorariums policy as amended, and</li><li>3) Approve the Donation Acceptance policy after staff investigation and further review by the Finance and Facilities Committee is complete. Carried</li></ol>

**Next Meeting**

The next meeting of the Finance and Facilities Committee is scheduled for Thursday, September 4, 2014 @ 9:00 a.m.

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