



MIDDLESEX-LONDON HEALTH UNIT

REPORT NO. 059-14

TO: Chair and Members of the Board of Health
 FROM: Christopher Mackie, Medical Officer of Health
 DATE: 2014 October 16

**FINANCE AND FACILITIES COMMITTEE:
 OCTOBER 2, 2014 MEETING**

The Finance and Facilities Committee (FFC) met at 9:00 a.m. on October 2, 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
Health Unit Insurance - Policy Changes (037-14FFC)	The Health Unit has given notice to the City of London that it will not renew the insurance coverage that the City currently administers.	It was moved by Mr. Meyer, seconded by Mr. Peer that the Finance & Facilities Committee recommend to the Board of Health that Health Unit Management investigate different insurance providers that can offer the type of insurance coverage as appended to Report No. 037-14FFC.
Financial Controls (038-14FFC)	The Health Unit is committed to continuous quality improvement especially in areas of automated financial control and exception reporting to flag potential errors.	It was moved by Mr. Bolton, seconded by Mr. Peer that the Finance & Facilities Committee receive Report No 038-14FFC re: Financial Controls for information.
Gifts & Honorariums Policy Revisions (039-14FFC)	Policy revisions are based on information provided by other public health units and the City of London. Staff members must report all Gifts/Honorariums to their supervisor.	It was moved by Mr. Peer, seconded by Mr. Bolton that the Finance & Facilities Committee make recommendation to the Board of Health to approve the Gifts and Honorariums Policy #4-055 as appended to Report No. 039-14FFC.
Reserve Fund Policy – Memorandum of Agreement Update (040-14FFC)	Discussions re reserve funds will continue with the County of Middlesex.	It was moved by Mr. Peer, seconded by Mr. Bolton that the Finance & Facilities Committee receive Report No 040-14FFC re: Reserve Fund Policy – Memorandum of Agreement Update for information.
2015 Board of Health Budget – Financial Parameters (041-14FFC)	Discussions re sustainable options to meet cost requirements, understanding that provincial funding may not cover budgeted needs.	It was moved by Mr. Bolton, seconded by Mr. Peer that Finance and Facilities Committee recommend to the Board of Health that Health Unit staff prepare preliminary 2015 budget models with 0% and 1% increases to provide comparison for discussion.
Draft FFC Work Plan (042-14FFC)		It was moved by Mr. Peer, seconded by Mr. Meyer that the Finance & Facilities Committee receive Report No. 042-14FFC re Draft FFC Work Plan for information.

The Finance and Facilities Committee moved in camera to discuss an issue concerning labour relations or employee negotiations.

Next Meeting

The next meeting of the Finance and Facilities Committee is scheduled for Thursday, November 2, 2014 @ 9:00 a.m.

A handwritten signature in black ink, appearing to read 'C. Mackie'.

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