



PUBLIC MINUTES
Finance and Facilities Committee
50 King Street, Room 3A
MIDDLESEX-LONDON BOARD OF HEALTH
2015 May 7 9:00 a.m.

COMMITTEE

MEMBERS PRESENT: Mr. Ian Peer
Mr. Marcel Meyer
Ms. Joanne Vanderheyden
Mr. Jesse Helmer (via telephone)

REGRETS: Ms. Trish Fulton

OTHERS PRESENT: Dr. Christopher Mackie, Medical Officer of Health and CEO
Mr. John Millson, Director, Finance and Operations
Ms. Sherri Sanders, Executive Assistant to the Board of Health (Recorder)
Ms. Mary Lou Albanese, Manager, Environmental Health and Chronic Disease Prevention Services
Ms. Laura Di Cesare, Director, Human Resources and Corporate Strategy (for Report No. 012-15FFC only)
Dr. Trevor Hunter, Board of Health Member

At 9:00 a.m., Mr. Peer welcomed everyone to the meeting.

1. DISCLOSURES OF CONFLICT(S) OF INTEREST

Mr. Peer inquired if there were any disclosures of conflict of interest to be declared. None were declared.

2. APPROVAL OF AGENDA

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer that the [AGENDA](#) for the May 7, 2015 Finance and Facilities meeting be approved.

Carried

3. APPROVAL OF MINUTES

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer that the [MINUTES](#) from the February 12, 2015 Finance and Facilities Committee Meeting be approved.

Carried

4. BUSINESS ARISING FROM MINUTES –none

5. NEW BUSINESS

5.1. 2014 Vendor Payments & Visa Purchases (009-15FFC)

Mr. John Millson, Director, Finance and Operations, reviewed the report with Committee members. Discussion ensued about the use of a point/rewards systems associated with some corporate credit cards. Mr. Millson replied that this has been explored, and the Health Unit does not qualify for such programs.

It was moved by Mr. Meyer, seconded by Ms. Vanderheyden *that the Finance & Facilities Committee receive Report No. 009-15FFC re 2014 Vendor / VISA Payments for information.*

Carried

5.2. Sole Source Vendor – Evaluation of the School Travel Planning Program for the Active and Safe Routes to School Committee (010-15FFC)

Ms. Mary Lou Albanese, Manager, Environmental Health, assisted Committee members with their understanding of this report. Ms. Albanese reported that the program started with in-kind contributions before funding was provided through the Healthy Communities Fund. Ms. Albanese reported that when the evaluation phase is completed, Dr. Jason Gilliland, Director, Human Environments Analysis Laboratory of Western University, will present to the Board of Health.

Discussion ensued about the need for funding in the research phase versus implementation phase. Ms. Albanese explained that the research is necessary to incorporate the program into school board policies.

Discussion ensued about the barriers faced with walking to school. Ms. Albanese explained that part of the evaluation phase will identify barriers, such as stranger danger, to recommend strategies to overcome the barriers.

It was moved by Mr. Meyer, seconded by Mr. Helmer *that the Finance and Facilities Committee receive Report No.010-15FFC re Evaluation of the School Travel Planning Program - Single Source Vendor for information.*

Carried

5.3. 2015 BOH Compensation (011-15FFC)

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer *that the Finance & Facilities Committee make recommendation to the Board of Health to increase the Board of Health member compensation rate for a half day meeting to \$147.04 retroactively to January 1, 2015.*

Carried

5.4. Great-West Life Benefits - Renewal (012-15FFC)

Mr. Millson reported that the current benefits carrier, Great West Life, offers more reasonable fees than the previous carrier did. Ms. Laura Di Cesare, Director, Human Resources and Corporate Strategy, explained there has been an increase in claims due to the aging population of Health Unit staff. Ms. Di Cesare reported that not all drugs have a generic form currently available. Future negotiations could include generic drugs and exclusion of the more expensive drugs; however, this would have to be negotiated at the bargaining table.

In response to a question about the implications of the \$55,000 benefit fee increase, Dr. Mackie responded that this has been considered in the preparation of the next item re Q1 Variance Report ([013-15FFC](#)).

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer *that the Finance & Facilities Committee review and make recommendation to the Board of Health to approve the renewal of the group insurance rates administered by Great-West Life as describe in Report No. 012-15FFC re Great-West Life Benefits – Renewal Rates.*

Carried

5.5. Q1 Variance Report (013-15FFC)

Mr. Millson and Dr. Mackie reviewed this report with Committee members.

Mr. Millson explained that the \$55,000 increase in benefit fees is incorporated into the estimated 2015 deficit (based on Q1) of \$157,093. Committee members discussed monthly updates on the variance. Mr. Millson agreed to monitor financial data to identify variances on a monthly basis and notify FFC of any that would have a material impact on financial projections.

It was moved by Ms. Vanderheyden, seconded by Mr. Meyer *that the Finance and Facilities Committee receive Report 013-15FFC re Q1 Financial Update for information.*

Carried

6. CONFIDENTIAL

At 9:55 a.m., it was moved by Ms. Vanderheyden, seconded by Mr. Meyer *that the Finance and Facilities Committee move in camera to discuss matters concerning a proposed or pending acquisition of land by the Middlesex-London Board of Health.*

Carried

At 10:40 a.m., it was moved by Ms. Vanderheyden, seconded by Mr. Meyer *that the Finance and Facilities Committee return to a public forum to report that progress was made in matters concerning a proposed or pending acquisition of land by the Middlesex-London Board of Health.*

Carried

7. OTHER BUSINESS

The next scheduled meeting of the FFC is Thursday, June 11, 2015 at 9:00 a.m.

8. ADJOURNMENT

At 10:50 a.m., it was moved by Ms. Vanderheyden, seconded by Mr. Meyer *that the meeting be adjourned.*

Carried

IAN PEER
Acting Committee Chair

CHRISTOPHER MACKIE
Secretary-Treasurer