



**PUBLIC MINUTES**  
**Finance and Facilities Committee**  
**50 King Street, MLHU Board Room**  
**MIDDLESEX-LONDON BOARD OF HEALTH**  
**2015 July 2 9:00 a.m.**

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**COMMITTEE**

**MEMBERS PRESENT:** Ms. Trish Fulton (Committee Chair)  
Mr. Jesse Helmer  
Mr. Marcel Meyer  
Mr. Ian Peer  
Ms. Joanne Vanderheyden

**OTHERS PRESENT:** Dr. Christopher Mackie, Medical Officer of Health and CEO  
Ms. Laura Di Cesare, Director, Human Resources and Corporate Strategy  
Mr. John Millson, Director, Finance and Operations  
Ms. Sherri Sanders, Executive Assistant to the Board of Health (Recorder)  
Mr. Steve Goodine, Vice Chair, London InterCommunity Health Centre  
Dr. Trevor Hunter, Board of Health Member  
Ms. Michelle Hurtubise, Executive Director, London InterCommunity Health Centre

At 9:05 a.m., Ms. Trish Fulton, Committee Chair, welcomed everyone to the meeting.

**1. DISCLOSURES OF CONFLICT(S) OF INTEREST**

Ms. Fulton 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. Peer *that the [AGENDA](#) of the July 2, 2015 Finance and Facilities meeting be approved with the Confidential session being moved to Item #3.*

Carried

### 3. CONFIDENTIAL

At 9:10 a.m., it was moved by Ms. Vanderheyden, seconded by Mr. Peer *that the Finance and Facilities Committee move in camera to discuss matters concerning matters about 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 public form and report that matters were discussed concerning a proposed or pending acquisition of land by the Middlesex-London Board of Health.*

Carried

### 4. APPROVAL OF MINUTES

It was moved by Mr. Peer, seconded by Ms. Vanderheyden *that the [MINUTES](#) from the June 11, 2015 Finance and Facilities Committee Meeting be approved.*

Carried

### 5. BUSINESS ARISING FROM MINUTES – none

### 6. NEW BUSINESS

#### 6.1. Financial Update – May 2015 ([Report 18-15FFC](#))

Dr. Christopher Mackie, Medical Officer of Health & CEO, and Mr. John Millson, Director, Finance and Operations, summarized the report and identified the outstanding risks for the current budget year to include the following:

1. Provincial funding (will not learn about Ministry of Health and Long-Term Care funding until late fall) and
2. Potential continuation of the trend of a seasonal increase in benefit costs to the Health Unit.

It was moved by Mr. Meyer, seconded by Mr. Peer *that the Finance & Facilities Committee receive Report No. 18-15FFC re Financial Update – May 2015 for information.*

Carried

#### 6.2. 2016 PBMA Process, Criteria and Weighting ([Report 019-15](#))

Dr. Mackie summarized the Program Budgeting Marginal Analysis process and presented the criteria that were originally developed in 2013 for the 2014 budget process. Based on feedback from Health Unit Staff and the Board of Health, the Board approved revisions to the criteria in 2014.

In response to a question about the sensitivity of the impact of changes to the criteria have on the final budget, Dr. Mackie explained that a change in criteria weight of a couple of points has a relatively minor impact on scoring. However, changes to the criteria weights do provide important guidance to staff and managers as they develop proposals, and influence the selection of proposals that come forward.

It was moved by Mr. Helmer, seconded by Ms. Vanderheyden *that the Finance and Facilities Committee recommend that the Board of Health endorse the criteria presented in Report No. 19-15FFC re Proposed Criteria for 2016 PBMA Process.*

Carried

**7. OTHER BUSINESS**

- 7.1.** Annual Work Plan – Ms. Fulton reported that she has revised the annual work plan. She will email the plan to Committee members for review, and she will meet with Mr. Millson during summer. The Committee will review the Terms of Reference at its September meeting which will include a review of the Terms of Reference of the Finance and Facilities Committee.
- 7.2.** The next scheduled meeting of the FFC is Thursday, September 3, 2015 at 9:00 a.m. in room 3A.

**8. ADJOURNMENT**

At 11:10 a.m., it was moved by Mr. Meyer, seconded by Mr. Helmer *that the meeting be adjourned.*

Carried

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TRISH FULTON  
Committee Chair

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CHRISTOPHER MACKIE  
Secretary-Treasurer