



PUBLIC MINUTES
Finance and Facilities Committee
50 King Street, Room 3A
MIDDLESEX-LONDON BOARD OF HEALTH
2014 December 11 10:00 a.m.

COMMITTEE

MEMBERS PRESENT: Mr. David Bolton
Ms. Trish Fulton (Chair)
Mr. Marcel Meyer
Mr. Ian Peer

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)

Mr. Wally Adams, Director, Environmental Health and Chronic Disease Prevention Services
Ms. Diane Bewick, Director, Family Health Services & Chief Nursing Officer
Ms. Laura Di Cesare, Director, Human Resources and Corporate Strategy
Mr. Al Edmondson, Member, Board of Health
Ms. Heather Lokko, Director, Oral Health, Communicable Disease & Sexual Health Services

At 10:00 a.m., Ms. Trish Fulton, Committee Chair, welcomed everyone to the Finance and Facilities Committee (FFC) meeting.

1. DISCLOSURES OF CONFLICT(S) OF INTEREST

Chair Fulton inquired if there were any disclosures of conflict of interest to be declared.

2. APPROVAL OF AGENDA

It was moved by Mr. Meyer, seconded by Mr. Bolton that the [AGENDA](#) for the December 11, 2014 Finance and Facilities meeting be approved with the addition of a verbal update under Business Arising from the Minutes about the Generator for 50 King Street.

Carried

3. APPROVAL OF MINUTES

It was moved by Mr. Bolton, seconded by Mr. Meyer that the [PUBLIC MINUTES](#) from the November 6, 2014 Finance and Facilities Committee Meeting be approved.

Carried

It was moved by Mr. Meyer, seconded by Mr. Bolton that the *CONFIDENTIAL MINUTES* from the November 20, 2014 in camera session of the Finance and Facilities Committee be approved.

Carried

4. BUSINESS ARISING FROM MINUTES

4.1. Generator for 50 King Street Premise

Dr. Mackie provided an update on the generator situation and explained that engineering diagrams are necessary before electricians will bid on a RFP. The engineering diagrams would cost less than \$10,000. Discussion ensued about the following information concerning a generator for 50 King Street:

- Power supplied from 2 different directions; therefore, less likely to have full blackout
- 2 hour battery backup exists for lights and servers; however, substantial loss of staff productivity without email
- In past 5 years, only had to consider moving vaccines on one occasion (started to move them and power came back on)
- Future of 50 King Street as Health Unit's location
- Location of generator – proximity to windows, load bearing ability of roof and trenching conditions are all problems association with where to locate a generator

After the discussion, it was agreed that this issue be tabled until further information is available about the long-term location of the Health Unit.

5. NEW BUSINESS

5.1. New Reserve Funds ([Report 047-14FFC](#))

Dr. Mackie assisted FFC members with their understanding of this report.

Discussion ensued about the risks associated with Reserve Funds and maintaining transparency with Health Unit funders.

It was moved by Mr. Peer, seconded by Mr. Bolton *that the Finance and Facilities Committee recommends that the Board of Health reaffirm the purpose of the existing Reserve / Reserve Funds attached as Appendix A of Report No. 047-14FFC.*

Carried

It was moved by Mr. Bolton, seconded by Mr. Peer *that the Finance and Facilities Committee recommends that the Board of Health Approve the establishment of a Technology & Infrastructure Reserve Fund as outlined in Appendix A of Report No. 047-14FFC.*

2 in favour; one against
Carried

It was moved by Mr. Bolton, seconded by Mr. Peer *that the Finance and Facilities Committee recommend that the Board of Health approves the establishment of an Employment Costs Reserve Fund as outlined in Appendix A of Report No. 047-14FFC and revised as follow:*

Employment Costs Reserve Fund – NEW /Draft

Purpose: Contributions are available to fund mitigation strategies to maintain services and/or alleviate the impact of growth of wages and/or employee benefits.

Fund Limit: \$200,000

Maximum Yearly Contribution: Annual contributions = \$200,000

Expected Contributions / Withdrawals for 2014: \$200,000 (Contribution)

Carried

6. CONFIDENTIAL

At 11:15 a.m., it was moved by Mr. Peer, seconded by Mr. Meyer *that the Finance and Facilities Committee move in camera to discuss a matter concerning an identifiable individual(s).*

Carried

At 11:35 a.m., it was moved by Mr. Peer, seconded by Mr. Meyer *that the Finance and Facilities Committee return to a public forum and report that progress was made in a matter concerning an identifiable individual(s).*

Carried

7. OTHER BUSINESS

The next scheduled meeting of the FFC is January 8, 2015 at 9:00 a.m.

8. ADJOURNMENT

At 11:40 a.m., it was moved by Mr. Bolton *that the meeting be adjourned.*

Carried

Dr. Mackie reported that the changes staff recommends for the Reserve Fund Policy will be presented to the Board of Health for approval at the November 20, 2014 Board of Health Meeting.

9. NEW BUSINESS

6. CONFIDENTIAL

At a.m., it was moved by Mr. Bolton, seconded by Mr. Meyer *that the Finance and Facilities Committee move in camera to discuss an issue pertaining to labour relations or employee negotiations.*

Carried

At a.m., it was moved by Mr. Meyer, seconded by Mr. Bolton *that the Finance and Facilities Committee rise to a public forum and report that discussion occurred about an issue pertaining to labour relations or employee negotiations.*

Carried

7. OTHER BUSINESS

8. ADJOURNMENT

At, it was moved by Mr. Bolton, seconded by Mr. Meyer *that the meeting be adjourned.*

Carried

TRISH FULTON
Chair

CHRISTOPHER MACKIE
Secretary-Treasurer