

# WINDSOR-ESSEX COUNTY HEALTH UNIT MINUTES REGULAR BOARD MEETING

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2007 January 18

Minutes of the Regular Board meeting held on Thursday, 2007 January 18.

**Board Members Present:**

Mr. Bill Allsop	Mr. Ken Lewenza
Mr. Tom Bain	Ms. Rosemary Limarzi
Mr. Peter Carlesimo	Ms. Lynda Monik
Ms. Lorraine Hodgson	

**Regrets:**

Mr. Wayne Hurst  
Mr. Gary McNamara  
Ms. Caroline Postma

**Administration Present:**

Dr. G. Allen Heimann  
Ms. Deb Bennett  
Ms. Sharon Kelly  
Ms. Nancy Smith  
Ms. Rosanne St. Denis (Recorder)

**Regrets:**

Ms. Liz Haugh

1.0 The meeting was formally called to order at 5:04 p.m. by the Acting Chair, Mr. Ken Lewenza.

2.0 Opening Prayer was led by Mr. Bill Allsop.

3.0 **Agenda Approval**

It was moved  
**that the agenda be approved.**

Moved by	Mr. Bill Allsop
Seconded by	Ms. Lynda Monik

**CARRIED**

4.0 **Announcement of Conflicts of Interest - none**

5.0 **Minutes**

5.1 **Regular Board Meeting – 2006 December 21**

It was moved  
**that the minutes be accepted as distributed.**

Moved by	Mr. Bill Allsop
Seconded by	Mr. Tom Bain

**CARRIED**

## 6.0 Staff Reports

### 6.1 Medical Officer of Health

Dr. Heimann highlighted points from his report on page 5. A thank-you card for Dr. Basrur is circulating for Board signatures. As City appointments have not yet been confirmed, elections will be delayed until the February Board meeting. Nomination forms for Board Executive positions were circulated in the meeting packages and can be accepted by Dr. Heimann or Ms. St. Denis up to the beginning of the next Board meeting. How the Board wishes its orientation conducted this year will be discussed later this evening. Chairperson Gary McNamara who will be away for the next scheduled board meeting, has requested the February meeting be moved to February 8, 2007.

It was moved

**that the report of the Medical Officer of Health be accepted as distributed.**

Moved by

Ms. Lynda Monik

Seconded by

Mr. Peter Carlesimo

**CARRIED**

### 6.2 Reports of Divisional Directors

#### Health Protection

Ms. Bennett made several additions to her report on page 7. Year-end program evaluations will be forwarded to the Board in their February meeting packages. Receipt of the new Mandatory Health Programs and Services Guidelines is anticipated within the next two to three weeks. The Honourable Jim Watson from the Ministry of Health Promotion attended the Health Unit's Essex site to present the Heather Crowe award for its hard work in implementing and enforcing the Smoke-Free Ontario Strategy. The Windsor-Essex County Health Unit is one of the first health units in the Province to accept such an award.

In response to Board queries, Dr. Heimann discussed pandemic influenza, avian influenza, screening at local hospitals, the U.S. border and travelers to Canada. Ms. Limarzi advised the Windsor Accessibility Advisory Committee will be forwarding correspondence requesting pandemic influenza planning information for disabled individuals in our community.

It was moved

**that the Report of the Director of Health Protection be accepted as presented.**

Moved by

Ms. Lorraine Hodgson

Seconded by

Mr. Peter Carlesimo

**CARRIED**

#### Health Promotion

In L. Haugh's absence, Dr. Heimann announced next week's 'Weedless Wednesday' media event with A-Channel. A grant request was submitted to the Public Health Agency of Canada to obtain assistance to provide public health information to Windsor-Essex residents.

It was moved

**that the Report of the Director of Health Promotion be accepted as presented.**

Moved by Mr. Bill Allsop  
Seconded by Mr. Tom Bain

**CARRIED**

### **Finance & Administration**

Ms. Kelly's handout this evening included the November monthly statement and listing of November cheques over \$5,000. Ms. Kelly will be discussing overages at the next Board meeting. With the new Mandatory Health Programs and Services Guidelines, there may be some shifting of staff in 2007. Appointment of City Council members is needed for approval of the 2007 Ministry budget submission due the end of March. If a Saturday meeting is needed, Board members will be notified. The requested budget increase will likely be no more than 5%.

It was moved

**that the Report of the Director of Finance & Administration be accepted as presented.**

Moved by Ms. Lynda Monik  
Seconded by Mr. Ron McDermott

**CARRIED**

### **Human Resource Officer**

Ms. Smith's report is located on page 14 of the meeting package. Human Resources has been actively recruiting and executing health and safety training.

It was moved

**that the Report of the Human Resource Officer be accepted as presented.**

Moved by Mr. Tom Bain  
Seconded by Ms. Rosemary Limarzi

**CARRIED**

## **7.0 BUSINESS ARISING**

### **7.1 alPHa Annual Conference—June 2007**

The location for the June 10-12 conference has been confirmed for Windsor. alPHa is still looking at hotel venues, probably the Radisson or Hilton.

### **7.2 Board Nominations**

Discussed in 6.1 Medical Officer of Health Report.

## **8.0 MEDIA COVERAGE—Posted**

## **9.0 CORRESPONDENCE**

### **9.1 Circulation**

## **10.0 NEW BUSINESS**

### **10.1 Board Orientation of New Members**

The preference of the Board is to continue with short Health Unit departmental/program presentations at the beginning of each monthly meeting. Should there be a lack of quorum, Board members expressed a willingness to remain for presentations. As part of orientation, a tour of the Essex and Windsor facilities was requested. This will occur prior to the next two Board meetings at approximately 3:30 p.m./3:45 p.m. As Board orientation binders are being updated, members were asked to submit updated biographies.

Dr. Heimann brought forward Board Chair Gary McNamara's request to move next month's regular meeting to February 8, 2007. The Board agreed, with the next meeting to be held in Essex. There was also a request put forward to change the date of the March meeting because of spring break. As such, the meeting was moved to Thursday, March 8 and will be held in Windsor.

## 11.0 COMMITTEE OF THE WHOLE

It was moved  
**that the Board move into Committee of the Whole at 4:50 p.m.**

Moved by                    Mr. Bill Allsop  
 Seconded by                Mr. Tom Bain

**CARRIED**

There being no further business to discuss,

It was moved  
**that the Board rise from Committee of the Whole at 5:05 p.m.**

Moved by                    Mr. Peter Carlesimo  
 Seconded by                Mr. Tom Bain

**CARRIED**

**12.0 NEXT MEETING** - At the Call of the Chair or 2007 February 8.

## 13.0 ADJOURNMENT

It was moved  
**that the regular portion of the meeting of the Board adjourn at 5:05 p.m.**

Moved by                    Ms. Lorraine Hodgson  
 Seconded by                Mr. Bill Allsop

**CARRIED**

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Recording Secretary

**SUBMITTED BY:**

**APPROVED BY:**

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Medical Officer of Health  
 Board Secretary

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Chairperson

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