

WINDSOR-ESSEX COUNTY HEALTH UNIT MINUTES REGULAR BOARD MEETING

2007 April 19

Minutes of the Regular Board meeting held on Thursday, 2007 April 19.

Board Members Present:

Mr. Bill Allsop	Mr. Ken Lewenza
Mr. Bill Allison	Ms. Rosemary Limarzi
Mr. Tom Bain	Mr. Bill Marra
Ms. Lorraine Hodgson	Mr. Ron McDermott
Mr. Mike Holdsworth	Mr. Gary McNamara (not present for MOH report and approval of March 8 Regular Board minutes)
Mr. Wayne Hurst	

Regrets:

Ms. Lynda Monik

Administration Present:

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

- 1.0 The meeting was formally called to order at 4:01 p.m. by Mr. Ken Lewenza.
- 2.0 Opening Prayer was led by Mr. Bill Allsop.
- 3.0 **Agenda Approval**

The order of the agenda was altered to allow for arrival of the Chair. The following items were addressed prior to Board Nominations-Elections (5.0);

- 7.1 Approval of Minutes-March 8;
- 8.0 Staff Reports--Medical Officer of Health;
- 6.0 Board Orientation Presentation: Board Governance and Liability

It was moved
that the agenda be approved.

Moved by	Mr. Tom Bain
Seconded by	Mr. Ron McDermott

CARRIED

- 4.0 **Announcement of Conflicts of Interest - none**
- 5.0 **Board Nominations-Elections**

For the benefit of new Board members, Board introductions were made to include Health Unit Senior Management personnel in attendance.

Dr. Heimann opened the floor for nominations for the position of Chair. Mr. Gary McNamara was nominated by Mr. Ken Lewenza, seconded by Ms. Lorraine Hodgson. Dr. Heimann opened the floor to further nominations. There being none, Mr. Bill Marra moved that nominations for the position of Chair be closed, seconded by Mr. Tom Bain. Mr. Gary McNamara accepted the position of Chair and was appointed Chair by acclamation.

Board Chair Mr. Gary McNamara opened the floor for nominations for the position of Vice-Chair. Ms. Lynda Monik was nominated by Ms. Rosemary Limarzi; Mr. Ken Lewenza nominated by Mr. Wayne Hurst; and Mr. Wayne Hurst nominated by Mr. Tom Bain. Dr. Heimann opened the floor to further nominations. There being none, Mr. Bill Marra moved that nominations for the position of Vice-Chair be closed, seconded by Mr. Bill Allsop. Mr. McNamara stated although Ms. Lynda Monik is absent, in light of Ms. Rosemary Limarzi's verbal acceptance of nomination on her behalf, Ms. Lynda Monik's nomination will stand. Mr. Ken Lewenza accepted the nomination for Vice-Chair. Mr. Wayne Hurst declined the nomination for Vice Chair. Ballots were distributed and tallied by Mr. Bill Allsop at the request of the Chair. Mr. Gary McNamara was presented with the results, indicating Mr. Ken Lewenza as elected Vice-Chair. Mr. Ken Lewenza accepted the position. Mr. Hurst moved that the ballots be destroyed, seconded by Mr. Tom Bain.

The Chair Mr. Gary McNamara opened the floor for nominations for the position of Treasurer. Ms. Lynda Monik was nominated by Mr. Ken Lewenza. In Ms. Monik's absence, Ms. Limarzi could not confirm Ms. Monik's acceptance of the nomination. As such, Ms. Monik's nomination was withdrawn. Mr. Bill Allison was nominated by Mr. Gary McNamara. Dr. Heimann opened the floor to further nominations. There being none, Mr. Wayne Hurst moved to declared nominations for the position of Treasurer closed, seconded by Mr. Bill Allsop. Mr. Bill Allison was appointed the position of Treasurer by acclamation and accepted the position.

6.0 Board Orientation Presentation: *Board Governance and Liability* (Dana Young, Clarks Barristers & Solicitors)

Ms. Young presented a PowerPoint presentation entitled 'Role, Risk and Risk Management'. She discussed the nature of the Health Unit, the role of the board of health (governance), governance cornerstones (setting and monitoring policy both internal and external), the hierarchy of policies, policies to achieve good governance, standard of care, duties, risk of personal liability, and risk management. (PowerPoint Presentation attached).

7.0 Minutes

7.1 Regular Board Meeting – 2007 March 8

It was moved
that the minutes be received as read.

Moved by
Seconded by

Ms. Lorraine Hodgson
Mr. Ron McDermott

CARRIED

8.0 Staff Reports

8.1 Medical Officer of Health

The strategic planning process 'Developing a Common Strategic Planning Framework' referred to in Dr. Heimann's report on page 8 was highlighted. As a Health Unit representative on the Windsor-Essex Health System Coordination Working Group and considering current review of the Ontario Public Health Standards, Dr. Heimann advised that participation in the process will be a good opportunity for the Health Unit to provide input in the strategic planning process being managed by Roger Bryan of KPMG. Further discussion will take place at the Health Unit Board Executive Committee level.

It was moved

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

Moved by

Mr. Wayne Hurst

Seconded by

Mr. Ron McDermott

CARRIED

8.2 Reports of Divisional Directors

Health Protection

Ms. Bennett reviewed Sexual Health Clinic statistics as noted on page 12 of her report. Since the onset of the Leone trial, there has been no increase in client visits. In 2004, once the Leone case went public, the number of new clients in clinic rose 66%. In 2003-2004, the number of client visits was significantly lower. The number of chlamydia cases reported by our health unit is high in comparison to the rest of the Province. As well, the Windsor-Essex area averages 3rd or 4th per capita in reported HIV cases. Some of these stats are attributable to our proximity to the US border, with young visitors to the downtown area consuming alcohol on weekends.

Demands for Health Unit Travel Clinic services have resulted in shifting of staff and the hiring of a second Public Health Nurse to meet community needs. This is regardless of the fact that there is another agency offering travel clinic services in the area. First assessments are being booked into the end of May.

Realignment and reallocation of staff due to the new draft Ontario Public Health Standards has taken place. As a result of a gap in Health Inspection management, a non-union staff Ms. Kristy McBeth, Tobacco Coordinator, has been transferred to fill that position. There has also been some shifting in the Outbreak and Epidemiology reporting structure. Ms. Nichole Geha, Manager, Clinical Services will also be assuming responsibility for Epidemiology and Outbreak Management. Ms. Line Lauzon, Manager, Infectious Diseases will be managing the TB and Vaccine Preventable Programs, Biologics, as well as management of a Program Evaluation Specialist, Health Promotion Specialist, and Graphic Designer in Health Protection.

In 2006 the Health Unit distributed over 4 million dollars of provincially-funded vaccine; this being a 2 million dollar increase since the introduction of the new provincially funded vaccines a couple years ago.

The winner of the Driven to Quit 2007 contest was a resident from Windsor-Essex. This is a provincial campaign to encourage smoking cessation. This year's contest resulted in 27,272 registrants, surpassing the Province's target of 25,000 registrants. In Windsor-Essex alone, there were 556 registrants, the highest registration in the southwest region.

It was moved

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

Moved by

Mr. Wayne Hurst

Seconded by

Ms. Rosemary Limarzi

CARRIED

Health Promotion

Ms. Haugh highlighted the smooth transition of the Dental Health Team (previously under Clinical Services) to the Family Health Department. This transfer, effective April 2, was a result of restructuring in accordance with the draft Ontario Public Health Standards. There will be an obvious learning curve for both Ms. Haugh and the new manager of the program, Ms. Sue Kocela.

The Health Unit was successful in obtaining one-time funding for the Physician Outreach program. This has resulted in recruitment for an additional FTE.

The Healthy Babies Healthy Children program, which will be ten years old in 2008, has resulted in the tracking of families for seven years and 3,400 kids being followed in the Province. This longitudinal study will be beneficial in knowledge change as far as the Healthy Babies Healthy Children visiting program. ISCIS stats reveal Windsor-Essex had 4,520 births in 2006. Of these, 98.9% of these families were contacted through the Healthy Babies Healthy Children program.

Ms. Haugh updated on the Health Unit's lack of French resources as discussed at this morning's School Board Liaison Committee meeting, adding that it is the Health Unit's desire, in future, to have monies to allocate for these resources.

The Injury Prevention Coalition is developing an aggressive driving campaign. The Health Unit is generating announcements highlighting a mechanism for reporting aggressive driving/road rage. A promotional wallet-size sample was provided to all.

Through the Health Unit's liaison with the University of Windsor, three additional nursing students have been secured to work on public health policy. At the Health Promotion Divisional meeting last week, nursing preceptor awards were presented by Dr. Heimann.

Interviews are being set to fill the position of epidemiologist with some good candidates under consideration.

It was moved

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

Moved by

Mr. Ron McDermott

Seconded by

Ms. Lorraine Hodgson

CARRIED

Finance & Administration

Ms. Kelly discussed the handouts distributed this evening, requesting a first quarter detailed review with the Treasurer. The 2006 audit is scheduled to begin next week. The 2007 budget submission will be discussed later on the agenda.

It was moved

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

Moved by

Mr. Wayne Hurst

Seconded by

Ms. Rosemary Limarzi

CARRIED

Human Resource Officer

Ms. Smith referred to her report on page 20, noting Human Resources is in the process of recruiting to fill an array of positions. There will be a number of staffing changes reported at the next Board meeting. A grant proposal has been submitted for two college/university students to transfer microfiche magnetic tape to database records for the Part VIII program.

The Human Resources coop student from St. Clair College will soon be completing his placement with Ms. Smith.

There are no outstanding grievances with the unions.

It was moved

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

Moved by

Mr. Bill Allison

Seconded by

Mr. Ken Lewenza

CARRIED

9.0 BUSINESS ARISING

9.1 alpha Annual Conference—June 10-12, 2007

Board members were asked to indicate their proposed attendance on the sign-up sheet being circulated. A consolidated response will be sent on behalf of the Health Unit. Board members were encouraged to attend as this year's event is being held in Windsor.

9.2 Prenatal Classes

Further to a recent meeting with the Victorian Order of Nurses' ("VON") Windsor-Essex County Branch, Ms. Haugh recommended a Health Unit letter of support be submitted (page 19) supporting VON's appeal to United Way's funding reduction decision. A copy of this letter has been forwarded to Ms. Sheila Wisdom. Ms. Haugh highlighted the fact that the Health Unit does not have a mandate to pick up late prenatal classes, already established by the VON. The Health Unit alone reaches 700 prenatal clients annually, with VON reaching 600 clients. The Health Unit is hopeful that VON's appeal is successful as the Health Unit does not have the resources to pick up 600 additional clients.

10.0 MEDIA COVERAGE—Circulated**11.0 CORRESPONDENCE****11.1 Circulation****12.0 NEW BUSINESS****12.1 West Nile Virus Program—2007**

Dr. Heimann highlighted the number of human cases reported in Windsor-Essex over the past couple years, recommending continuance of the West Nile Virus Control program (i.e. the larviciding program for 2007) because of ongoing risk in the community.

Dr. Heimann has met with municipal representatives and requests for proposal have been sent. At a West Nile Virus meeting held last Friday with municipal representatives, GDG 's proposal was selected. GDG has advised they are prepared to start immediately.

At last Friday's meeting, a \$416,000 budget was put forward. Approximately \$100,000 is the Health Unit budget, with \$316,000 budgeted for mosquito surveillance, larviciding of catch basins and standing water. Last year, the Health Unit participated in a mapping study which provided valuable information on mosquito habitats. Dr. Heimann requested support for the contract for GDG in accordance with its terms, and support for the budget of \$416,000 for the overall program for larviciding and mosquito control.

It was moved

that the services of GDG be employed and further that the \$416,000 budget be approved.

Moved by

Mr. Wayne Hurst

Seconded by

Mr. Bill Allsop

CARRIED

GDG is prepared to commence work the second week in May subject to Ministry of Environment permits. Mr. Lou Zarlanga on behalf of Amherstburg has already expressed concerns regarding the need to start the program as soon as possible. The cost share for 2007 will be 75/25 funded by the Province this year. The overall surveillance cost is \$50,000 to be divided on a proportionate basis amongst municipalities as last year. Larviciding of catch basins and standing water are charged based on work performed.

12.2 Canadian Forces Statement of Support

Dr. Heimann, referring to the Recommended Resolution before the Board, indicated the importance of organizations putting forward formal statements of support as well as policies to support staff who wish to take leave for the Canadian Forces. Dr. Heimann will be attending the Employer Support Signing Ceremony at the University of Windsor on May 4, 2007. Hotel Dieu and Windsor Regional Hospitals will also be signing declarations of support.

It was moved
that the Board support the Canadian Reserve Forces.

Moved by Mr. Bill Allsop
 Seconded by Mr. Mike Holdsworth

CARRIED

13.0 COMMITTEE OF THE WHOLE

It was moved
that the Board move into Committee of the Whole at 5:52 p.m.

Moved by Mr. Ken Lewenza
 Seconded by Ms. Lorraine Hodgson

CARRIED

There being no further business to discuss,

It was moved
that the Board rise from Committee of the Whole at 6:25 p.m.

Moved by Mr. Ken Lewenza
 Seconded by Mr. Tom Bain

CARRIED

14.0 NEXT MEETING - At the Call of the Chair or 2007 May 17.

15.0 ADJOURNMENT

It was moved
that the regular portion of the meeting of the Board adjourn at 6:25 p.m.

Moved by Mr. Bill Allison
 Seconded by Mr. Mike Holdsworth

CARRIED

Recording Secretary

SUBMITTED BY:

APPROVED BY:

Medical Officer of Health
 Board Secretary

Chairperson

/rs