



April 1, 2021
Board of Health Meeting
Minutes

A meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on Thursday, April 1, 2021 virtually through MS Teams commencing at 3:01 p.m.

PRESENT:

Ms. L. Baldwin-Sands	Board Member
Mr. T. Comiskey	Board Member
Mr. G. Jones	Board Member
Mr. T. Marks	Board Member
Mr. L. Martin	Board Member (Chair)
Mr. D. Mayberry	Board Member
Mr. S. Molnar	Board Member
Mr. J. Preston	Board Member (Vice Chair)
Mr. L. Rowden	Board Member
Mr. D. Warden	Board Member
Dr. J. Lock	Medical Officer of Health
Ms. C. St. John	Chief Executive Officer
Ms. A. Koning	Executive Assistant

GUESTS:

Mr. P. Heywood	Program Director
Ms. S. MacIsaac	Program Director
Mr. D. McDonald	Director, Corporate Services and Human Resources
Ms. M. Nusink	Director, Finance and Facilities (CFO)
Mr. D. Smith	Program Director
Ms. C. Walker	Program Director
Ms. S. Fox	Program Manager
Ms. M. Cornwell	Manager, Communications
Ms. J. Buchanan	Auditor, Graham Scott Enns
Mr. G. Colgan	Woodstock Sentinel-Review
Mr. R. Perry	Aylmer Express

1.1 CALL TO ORDER, RECOGNITION OF QUORUM

1.2 AGENDA

Resolution # (2021-BOH-0401-1.2)

Moved by L. Baldwin-Sands
Seconded by D. Warden

That the agenda for the Southwestern Public Health Board of Health meeting for April 1, 2021 be approved.

Carried.

1.3 Reminder to disclose Pecuniary Interest and the General Nature Thereof when Item Arises.

1.4 Reminder that Meetings are Recorded for minute taking purposes.

2.0 APPROVAL OF MINUTES

Resolution # (2021-BOH-0401-2.1A)

Moved by T. Comiskey
Seconded by J. Preston

That the minutes for the Southwestern Public Health Board of Health meeting for February 4, 2021 be approved.

Carried.

Resolution # (2021-BOH-0401-2.1B)

Moved by J. Preston
Seconded by T. Comiskey

That the minutes for the Southwestern Public Health Board of Health meeting for March 11, 2021 be approved.

Carried.

3.0 CONSENT AGENDA

L. Baldwin-Sands and D. Mayberry noted that they were pleased that SWPH, along with all public health units in Ontario, are supporting the private members Bill C273 that was put forward to the Federal government.

Resolution # (2021-BOH-0401-3.0)

Moved by L. Baldwin-Sands
Seconded by D. Mayberry

That the Board of Health for Southwestern Public Health receive and file consent agenda item 3.1.

Carried.

4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION

None at this time.

5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.ACCEPTANCE.DECISION

5.1 Reducing the Harms of the Opioid Pandemic – Letter

P. Heywood introduced S. Fox.

S. Fox noted that SWPH has drafted this letter of support for this call to action by Local, Provincial and Federal organizations acknowledging the increasing issue. She noted that the call to action aligns with SWPH's opioid strategy.

It was noted that the City of St. Thomas received correspondence from the group "Mom's Stop the Harm", which requested a resolution from the City of St. Thomas to support further measures for harm reduction. P. Heywood and S. Fox noted that they would review the correspondence sent by the City of St. Thomas and advise at a later date what support the City of St. Thomas could provide regarding the request by the organization.

It was noted that the initiative outlined within the draft letter of support is one of many that SWPH is working to implement, in collaboration with the Drug Strategy Tables in both Oxford and Elgin.

J. Preston noted that he is pleased with this letter as it does not commit the municipalities to any role. He noted that this simply asks the Province to do better.

L. Rowden inquired if there are any detox centres that are going to be established, given there are none within the SWPH region. P. Heywood noted that this is something that the Drug Strategy Tables are considering in both Oxford and Elgin. He noted that this also supports the need for a centralized approach between all involved organizations.

D. Mayberry noted that municipalities experience political challenges, that must be overcome if they are to host safe injection sites. He noted that given the challenges, many may be reluctant to support safe injection sites. He noted that if we are supporting this letter to the province, then we as Board Members need to advocate for safe injection sites within our communities.

P. Heywood advised that SWPH is working with the Regional HIV/AIDS in St. Thomas and Woodstock with regard to collection of needles within the communities. He noted that this is just one result of the collaborative approach required to see success and a reduction of harms within our communities.

Resolution # (2021-BOH-0401-5.1)

Moved by L. Baldwin-Sands

Seconded by D. Mayberry

That the Board of Health for Southwestern Public Health accept the Reducing the Harms of the Opioid Pandemic letter as presented and consent for distribution as noted.

Carried.

5.2 Finance and Facilities Standing Committee Report for April 2021

J. Preston reviewed the report.

It was noted that J. Buchanan from Graham Scott Enns was in attendance should the board members have any questions. There were no questions.

Resolution # (2021-BOH-0401-5.2A)

Moved by D. Warden

Seconded by T. Comiskey

That the Board of Health for Southwestern Public Health accept the Finance & Facilities Standing Committee's recommendation to approve the audited financial statements for the period ending December 31, 2020.

Carried.

Resolution # (2021-BOH-0401-5.2B)

Moved by L. Baldwin-Sands

Seconded by T. Marks

That the Board of Health for Southwestern Public Health accept the Finance & Facilities Standing Committee's recommendation to appoint Graham Scott Enns as the auditing firm for the year ending December 31, 2021.

Carried.

Resolution # (2021-BOH-0401-5.2C)

Moved by D. Warden

Seconded by D. Mayberry

That the Board of Health for Southwestern Public Health accept the Finance & Facilities Standing Committee's recommendation to receive and file the internal controls process checklist.

Carried.

Resolution # (2021-BOH-0401-5.2D)

Moved by S. Molnar

Seconded by L. Rowden

That the Board of Health approve the keeping of the 2019 municipal surplus to manage cash flow concerns should the Ministry not flow additional Covid-19 funding in a timely manner.

Carried.

D. Mayberry further noted that the increase to the line of credit was intended to cover two pay periods to ensure there were no cash flow issues.

Resolution # (2021-BOH-0401-5.2E)

Moved by D. Mayberry

Seconded by D. Warden

That the Board of Health approve increasing its existing line of credit from \$250,000 to \$800,000 to manage cash flow concerns that may arise.

Carried.

Resolution # (2021-BOH-0401-5.2F)

Moved by T. Comiskey

Seconded by L. Rowden

That the Board of Health for Southwestern Public Health direct the Board Chair to complete the Inquiries of Those Charged with Governance on behalf of the Board.

Carried.

Resolution # (2021-BOH-0401-5.2)

Moved by D. Warden

Seconded by L. Baldwin-Sands

That the Board of Health for Southwestern Public Health accept the Finance & Facilities Standing Committee's report for April 1, 2021.

Carried.

J. Buchanan departed the meeting.

5.3 Chief Executive Officer's Report for April 2021

C. St. John reviewed her report.

C. St. John noted that SWPH benefits immensely from hosting student placements and we are grateful for the opportunity to do so.

C. St. John noted that SWPH has just received notice that the IPAC Hub funding will continue through the balance of the year.

C. St. John noted that the Mass Immunization Clinics in St. Thomas and Woodstock are established and running successfully. She noted that SWPH acknowledges that many community members are still awaiting vaccine and we continue our efforts to establish other modes of delivery. She believes that the recent Ministry announcement of vaccine delivery through pharmacies and primary care is an indicator of steady flow of vaccine, which is reassuring.

C. St. John noted that SWPH is very appreciative of the positive feedback received from our community members. She noted that these messages are shared with all staff.

L. Rowden asked if SWPH is experiencing low uptake on the vaccine for those 80 years of age and older. C. St. John noted that SWPH has developed an online form for those who are 80 years of age and older to complete. SWPH will use the form submissions to reach out directly to those individuals who have yet to receive a vaccine appointment that wish to have one. This will help address members who might otherwise not be able to easily use the booking platform online.

S. Molnar asked if members of the board could be of assistance to SWPH for communication purposes and other health unit operations. C. St. John noted that SWPH is actively recruiting for volunteers, students and staff to support our operational needs. She noted that an example of assistance that municipal partners could provide would be Customer Service staff sharing SWPH messaging on your media outlets.

The link to the recruitment portal will be shared with the Board members following the meeting.

Resolution # (2021-BOH-0401-5.3)

Moved by L. Baldwin-Sands

Seconded by D. Warden

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's report for April 1, 2021.

Carried.

5.4 Medical Officer of Health's Report for April 2021

Dr. Lock reviewed her report.

Dr. Lock noted that we are seeing a rise in cases due to the Variant of Concern becoming more prevalent. She advised that due to this rise in cases and no capacity in my Intensive Care Units across the province, the Province has implemented the "Emergency Brake".

Dr. Lock noted that in the SWPH region, approx. 17% of our cases are a Variant of Concern.

Dr. Lock noted that due to the infectiousness of the Variants of Concern, we are taking additional public health measures. This includes the requirement of all household members to self-isolate until the symptomatic member of the household has received a negative test result.

L. Rowden asked if SWPH will be receiving AstraZeneca vaccine. He noted that he is aware of a lot of hesitancy regarding this specific vaccine and as a result, he is concerned that we will have an excess of this vaccine. Dr. Lock noted that pharmacies within the SWPH region that have been identified by the Ministry, will be receiving AstraZeneca vaccine. Dr. Lock noted that NACI has advised that AstraZeneca is safe for those who are 55 years of age and older. NACI has requested that there is a pause in administering the AstraZeneca vaccine for those under that age until further research has been conducted.

Resolution # (2021-BOH-0401-5.4)

Moved by S. Molnar

Seconded by T. Marks

That the Board of Health for Southwestern Public Health accept the Medical Officer of Health's report for April 1, 2021.

Carried.

7.0 TO CLOSED SESSION

Resolution # (2021-BOH-0401-C7)

Moved by G. Jones

Seconded by L. Baldwin-Sands

That the Board of Health moves to closed session in order to consider one or more the following as outlined in the Ontario Municipal Act:

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Other Criteria:

- (a) a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, board, commission or other body is the head of an institution for the purposes of that Act; or
- (b) an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2 (1). 2014, c. 13, Sched. 9, s. 22.

Carried.

8.0 RISING AND REPORTING OF CLOSED SESSION

Resolution # (2021-BOH-0401-C8)

Moved by D. Warden

Seconded by L. Rowden

That the Board of Health rise with a report.

Carried.

Resolution # (2021-BOH-0401-C2.0)

Moved by J. Preston

Seconded by T. Comiskey

That the Board of Health for Southwestern Public Health receive and file consent agenda items 2.1.

Carried.

Resolution # (2021-BOH-0401-C3.1)

Moved by L. Baldwin-Sands

Seconded by L. Rowden

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's report for April 1, 2021.

Carried.

Resolution # (2021-BOH-0401-C3.2)

Moved by D. Mayberry

Seconded by T. Marks

That the Board of Health for Southwestern Public Health accept the Board Chair's verbal report for April 1, 2021.

Carried.

10.0 ADJOURNMENT

Resolution # (2021-BOH-0401-10)

Moved by T. Marks

Seconded by L. Baldwin-Sands

That the meeting adjourns at 4:30 p.m. to meet again virtually on May 6, 2021.

Carried.

Confirmed: _____

