



December 10, 2021
Board of Health Meeting
Minutes

A meeting of the Board of Health for Oxford Elgin St. Thomas Health Unit was held on Friday, December 10, 2021 virtually through MS Teams commencing at 10:00 a.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. 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
Mr. D. Smith	Program Director
Ms. M. Cornwell	Manager, Communications
Ms. W. Lee	Administrative Assistant
Mr. R. Perry	Aylmer Express

REGRETS:

Mr. S. Molnar	Board Member
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1.1 CALL TO ORDER, RECOGNITION OF QUORUM

1.2 AGENDA

Resolution # (2021-BOH-1210-1.2)

Moved by L. Baldwin-Sands

Seconded by D. Warden

That the agenda for the Southwestern Public Health Board of Health meeting for December 10, 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-1210-2.1)

Moved by D. Warden

Seconded by T. Comiskey

That the minutes for the Southwestern Public Health Board of Health meeting for October 7, 2021 be approved.

Carried.

3.0 CONSENT AGENDA

Resolution # (2021-BOH-1210-3.0)

Moved by D. Warden

Seconded by T. Comiskey

That the Board of Health for the Southwestern Public Health receive and file consent agenda items 3.1 – 3.6.

Carried.

4.0 CORRESPONDENCE RECEIVED REQUIRING ACTION

C. St. John noted that she and Dr. Lock are supportive of developing a letter of support for 4.1.

C. St. John noted that SWPH recommends that we advocate for an appropriate base funding increase for public health, given an increase has not been provided for several years. She noted the impact of COVID-19 as well as inflation costs.

L. Martin joined at 9:18 a.m. because of an IT issue.

D. Warden and D. Mayberry supported this direction. It was decided that staff will develop and send letters of support for 4.1 and 4.2.

C. St. John and Dr. Lock noted that the importance of having COVID-19 included in the Immunization of School Pupils Act (ISPA) for the purpose of reporting of the virus. Dr. Lock noted that this is important to ensure that if there is an outbreak in a school, we can excuse these individuals to ensure their safety.

5.0 AGENDA ITEMS FOR INFORMATION.DISCUSSION.ACCEPTANCE.DECISION

5.1 Finance Standing Committee Report for December 10, 2021

J. Preston reviewed the report.

Resolution # (2021-BOH-1210-5.1A)

Moved by L. Rowden

Seconded by T. Comiskey

That the Board of Health approve the third quarter financial statements for Southwestern Public Health as presented.

Carried.

Resolution # (2021-BOH-1210-5.1B)

Moved by D. Warden

Seconded by L. Rowden

That the Board of Health approve the Board Chair signing the engagement letter and audit planning letter received from Graham Scott Enns as presented, in preparation for the upcoming 2021 financial audit.

Carried.

D. Mayberry noted that he has concerns regarding the remaining payments and SWPH's cash flow. C. St. John noted that the fiscal year end for the Ministry is March 31 and therefore the payments would be flowed in January, February, and March and finance staff have indicated that they are not concerned about cash flow for this period.

Resolution # (2021-BOH-1210-5.1C)

Moved by D. Mayberry
Seconded by T. Marks

That the Board of Health receive and file the revised Amending Agreement between the Ministry of Health and Southwestern Public Health.

Carried.

Resolution # (2021-BOH-1210-5.1D)

Moved by D. Mayberry
Seconded by T. Marks

That the Board of Health return the monies to the obligated municipalities that were received as per the additional levy letters and Board motion 2021-BOH-1007-5.1D.

Carried.

J. Preston noted that the Committee reviewed the budget presentation. He noted that there were three scenarios presented. C. St. John noted that the first scenario that was discussed was enhancing program and service delivery resulting in a 3.2% increase to both provincial base budget and municipal levy. The second scenario that was presented was a status quo budget, which resulted in a 1% increase to both provincial base budget and municipal levy. The third scenario that was presented was a reduction to programs and services which would result in no increase to provincial base budget and municipal levy.

J. Preston noted that the Committee concluded that it would be best to recommend an increase of 1% to the base budget from the province as well as to the municipal levy.

J. Preston noted that most times we do not receive notice of budget approval from the province until well into the fiscal year. He noted that the majority of the Committee believed that was the most fiscally responsible recommendation.

D. Mayberry noted that he did not support that scenario (a 1% increase budget). He believes that the Board should request an increase higher than 1% given the needs within our community.

T. Marks noted that the County of Elgin is struggling at this time and he has great concerns with an increase to budget as he believes this will negatively affect his municipality.

Resolution # (2021-BOH-1210-5.1E)

Moved by D. Warden
Seconded by T. Marks

That the Board of Health approve the 2022 Budgets for General Cost-Shared programs, for 100% Provincially funded ongoing initiatives, and for 100% Provincially funded one-time initiatives as presented.

Carried.

Resolution # (2021-BOH-1210-5.1)

Moved by D. Warden

Seconded by G. Jones

That the Board of Health for Southwestern Public Health accept the Finance and Facilities Standing Committee's Report for December 10, 2021.

Carried.

5.2 Chief Executive Officer's Report for December 10, 2021

C. St. John reviewed her report.

C. St. John noted that our case and contact management team as well as the response centre is very busy. She noted that SWPH's Response Centre and Vaccine Appointment Booking Teams are very valuable to the community, and we see great uptake in these services.

C. St. John noted that regular school immunizations have started. She noted that there is quite a bit of catch-up that is required, given the need to pause this work previously due to our COVID-19 response.

C. St. John noted that our Mass Immunization Clinics has been transformed into a child friendly space. She noted that this is integral to the success of our MICs and youth vaccination efforts. She commended Ruth Innes, an Oxford County resident who donated her artistic talents and time to transform one of our Mass Immunization Clinics into a child friendly, Christmas themed space.

D. Mayberry noted that his experience with the vaccine booking team was excellent and commended the team on their customer service.

Resolution # (2021-BOH-1210-5.2A)

Moved by D. Mayberry

Seconded by D. Warden

That the Board of Health for Southwestern Public Health approve the Healthy Babies Healthy Children and Prenatal and Postnatal Nurse Practitioner programs transfer payment agreement as presented.

Carried.

Resolution # (2021-BOH-1210-5.2)

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 December 10, 2021.

Carried.

5.3 Medical Officer of Health's Report for December 10, 2021

Dr. Lock reviewed her report.

Dr. Lock noted that hospitals continue to run at or exceeding capacity. She noted that given the stresses on our regional hospitals, she issued a Letter of Instruction that took a regional approach. She noted that there have been a number of health units across the province that have issued similar restrictions.

Dr. Lock noted that as an additional effort to contain the spread of COVID-19, she issued a joint Letter of Recommendation with Middlesex London Health Unit and Huron Perth Health Unit. This letter was specific to limiting social gatherings to ten, working remotely when possible and direction to those who are unvaccinated to stay home whenever possible.

Dr. Lock noted that we have seen an increase in vaccination rates in all age groups and attributes that successful increase to workplace vaccination policies. She encourages workplaces that have yet to issue vaccination policies to do so.

Dr. Lock advised that SWPH is currently working with community partners including the City of St. Thomas to manage a COVID-19 outbreak within the City of St. Thomas homeless population. P. Heywood noted that the current isolation site in St. Thomas no longer has capacity for the increase in cases. He noted that the City of St. Thomas, Social Services department has provided a secondary isolation site and SWPH and other community partners are working collaboratively to support the needs of the site.

L. Rowden asked if the municipalities within SWPH have workplace vaccination policies. He believes this is very important to follow the recommendations of the Medical Officer of Health. It was noted that many municipalities in the SWPH region have a workplace vaccination policy with a significant rate of vaccination.

Resolution # (2021-BOH-1210-5.3)

Moved by D. Mayberry

Seconded by L. Rowden

That the Board of Health for Southwestern Public Health accept the Medical Officer of Health's report for December 10, 2021.

Carried.

7.0 TO CLOSED SESSION

Resolution # (2021-BOH-1210-C7)

Moved by D. Warden

Seconded by T. Comiskey

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-1210-C8)

Moved by D. Warden

Seconded by G. Jones

That the Board of Health rise with a report.

Carried.

Resolution # (2021-BOH-1210-C3.1A)

Moved by D. Mayberry

Seconded by D. Warden

That the Board of Health for Southwestern Public Health approve the Committee's recommendation to select an identified vendor for the purchase of the Ontario Seniors Dental Care Program – Dental Mobile Bus, subject to the Ministry's confirmation that the funding can be spent after March 31, 2022.

Carried.

Resolution # (2021-BOH-1210-C3.1)

Moved by D. Warden

Seconded by L. Rowden

That the Board of Health for Southwestern Public Health accept the Finance and Facilities Standing Committee's report for December 10, 2021.

Carried.

Resolution # (2021-BOH-1210-C3.2)

Moved by L. Baldwin-Sands

Seconded by G. Jones

That the Board of Health for Southwestern Public Health accept the Adhoc Special Selection Committee Chair's Report for December 10, 2021.

Carried.

Resolution # (2021-BOH-1210-C3.3)

Moved by T. Marks

Seconded by T. Comiskey

That the Board of Health for Southwestern Public Health accept the Chief Executive Officer's report for December 10, 2021.

Carried.

10.0 ADJOURNMENT

Resolution # (2021-BOH-1210-10)

Moved by L. Baldwin-Sands

Seconded by T. Comiskey

That the meeting adjourns at 10:46 a.m. to meet again virtually on January 13, 2022.

Carried.

Confirmed:

A handwritten signature in blue ink, appearing to read "Larry D. Martin", is written over a horizontal line.