



## Board of Health

### Regular Board Meeting

Tuesday, June 25, 2019

The regular meeting of Renfrew County and District Health Unit's Board of Health was held in the RCDHU Classroom at 7 International Drive, Pembroke, Ontario.

#### Present:

Janice Visneskie Moore	Chair
Carolyn Watt	Vice-Chair
M. Ann Aikens	Member
Michael Donohue	Member
J. Michael du Manoir	Member
Peter Emon	Member
Wilmer Matthews	Member
Christine Reavie	Member
Debbie Robinson	Member

#### Staff:

Vicki Benoit	Director, Health Protection
Heather Daly	Acting Chief Executive Officer/Director, Corporate Services
Marilyn Halko	Executive Assistant (Secretary)
Colleen Musclow	Coordinator, Quality Improvement
Carla Walters	Director, Health Promotion/Chief Nursing Officer

#### Regrets:

Jane Dumas	Member
Daniel Janke	Member

#### 01. Call to Order

J. Visneskie Moore called the meeting to order at 10:00 a.m.

#### 02. Agenda Approval

The agenda was amended as follows:

- Staff Report 08. b. Report to the Board—Dr. Cushman, Acting Medical Officer of Health was moved to item 03.

**Resolution: # 1 BoH 2019-Jun-25**

A motion by W. Matthews; seconded by C. Watt; be it resolved that Board approve the agenda, as amended.

Carried

At 10:02 a.m. Dr. Robert Cushman, Acting Medical Officer of Health, joined the meeting via telephone.

**03. Report to the Board from Dr. Robert Cushman, Acting Medical Officer of Health—MOH(A).**

At 10:03 a.m. J. M. du Manoir declared a conflict of interest and vacated the meeting.

Dr. Cushman presented the following report to the Board:

- [Acting Medical Officer of Health—Report to the Board of Health.](#)

**Resolution: # 2 BoH 2019-Jun-25**

A motion by M. Donohue; seconded by C. Reavie; be it resolved that the Board appoint Dr. Vera Etches, as Acting Medical Officer of Health for Renfrew County and District Health Unit, for any period up to and including December 31, 2019, when Dr. Robert Cushman, Acting Medical Officer of Health, may on occasion, be temporarily unavailable to act in this role.

Carried

**Resolution: # 3 BoH 2019-Jun-25**

A motion by W. Matthews; seconded by C. Watt; be it resolved that the Board accept the Board Report from Dr. Robert Cushman, Acting Medical Officer of Health.

Carried

At 10:10 a.m. C. Walters, V. Benoit and C. Musclow vacated meeting.

At 10:10 a.m. J. M. Manoir rejoined the meeting.

**Resolution: # 4 BoH 2019-Jun-25**

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the Board move in to a closed meeting to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations at 10:10 a.m.

Carried

At 10:55 a.m. the Chair rose to report that Board met in a closed meeting as per

Municipal Act Section (2) (k) to discuss 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 Board regarding Public Health Modernization.

Dr. Cushman answered questions posed by the Board with the following resolution passed as a result:

**Resolution: # 5 BoH 2019-Jun-25**

A motion by P. Emon; seconded by W. Matthews; be it resolved that Board through the Executive Committee and working with SMT utilize a disciplined and directed approach with the eleven parameters:

- Governance
- Ability to meet local RURAL needs
- Access to services
- Public Health Physician resources in the immediate and distant future
- Epidemiology services
- Emergency capacity
- Program planning and evaluation
- Technical expertise and resources in many specific programs
- Capacity building and ongoing technical/professional education
- Succession planning and the development of future managers and directors
- COST: different funding formulas, economies of scale etc.

as preliminary guidelines to health needs of our community in discussions in regard to restructuring which will be initiated with neighbouring public health communities.

Carried

At 11:00 a.m. Dr. Cushman vacated the meeting by ending his telephone connection.

At 11:05 a.m. C. Walters, V. Benoit and C. Musclow re-joined the meeting.

**04. Delegations**

There were no delegations.

**05. Declarations of Conflict of Interest**

As previously noted, J. M. du Manoir declared conflict of interest before the MOH(A) Report to the Board.

**06. Minutes of Previous Meetings (Approval)**

- a. The Board approved the meeting minutes for the Regular Board meeting held on Tuesday, May 28, 2019.

**Resolution: # 6 BoH 2019-Jun-25**

A motion by M. Donohue; seconded by M. A. Aikens; be it resolved that the minutes for the Regular Board meeting held on Tuesday, May 28, 2019, be approved, as presented.

Carried

**07. Business Arising**

M. Donohue will send a link from the New York Times—*Vaccine Injury Claims* to the secretary, for distribution to the Board.

**08. Correspondence**

None

**09. Staff Reports**

- a. 2019 Corporate Operational and Risk Plan—Q1 Report  
C. Musclow presented highlights of the [2019 Corporate Operational and Risk Plan—Q1 Report](#), to the Board.

**Resolution: # 7 BoH 2019-Jun-25**

A motion by M. Donohue; seconded by J. M. du Manoir; be it resolved that the Board accept the 2019 Corporate Operational and Risk Plan—Q1 Report, as presented.

Carried

**10. Board Committee Reports**

- a. Executive  
P. Emon, Executive Committee Chair, gave a verbal report from the meeting held on Monday, June 24, 2019, that highlighted the following:
- Restructuring
  - Standing Committees' Performance Outcomes
  - completion of the attestation portion of the *Annual Report and Attestation* applicable to the Board.

**Resolution: # 8 BoH 2019-Jun-25**

A motion by D. Robinson; seconded by C. Watt; be it resolved that Board accept the Executive Committee Board Report, as presented.

Carried

- b. Resources  
On behalf of D. Janke, Resources Committee Chair, D. Robinson

presented the following report to the Board:

- [Resources Committee Board Report](#).

**Resolution: # 9 BoH 2019-Jun-25**

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that Board remove Resolution: # 5 RC BoH 2019-Jun-18 from the Resources Committee Report for separate consideration.

Carried

There was a fulsome discussion which resulted in the following resolution:

**Resolution: #10 BoH 2019-Jun-25**

A motion by D. Robinson; seconded by J. M. du Manoir; be it resolved that the Board amend resolution # 5 RC 2019-Jun-18 to read accommodation needs of \$480,00, technology upgrades of \$100,000 & operating cash flow of \$100,000.

Carried

A recorded vote was requested by M. Donohue.

**Recorded Vote**

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
	Donohue, Michael	✓
✓	du Manoir, J. Michael	
	<del>Dumas, Jane</del> (absent)	
✓	Emon, Peter	
	<del>Janke, Daniel</del> (absent)	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Robinson, Debbie	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
<b>8</b>	<b>Totals</b>	<b>1</b>

<b>Carried by: 8-1</b>
<b>Lost by:</b>

In response to the Warden’s letter, H. Daly’s returned correspondence will include the above resolution—*Resolution: #10 BoH 2019-Jun-25*.

**Resolution: # 11 BoH 2019-Jun-25**

A motion by M. Donohue; seconded by C. Reavie; sever resolution # 6 RC 2019-Jun-18 from the report and deal with it separately.

Carried

Further discussion ensued regarding upgrades to RCDHU computers and payroll system. It was agreed, with a show of hands, that Resolution: # 6 RC 2019-Jun-18 not change—thereby approving up to \$100,000 for upgrades to computers and the payroll system to be funded out of the reserves.

The Resources Committee Board Report was amended as per the preceding Resolution: # 10 BOH 2019-Jun-25 and accepted.

**Resolution: # 12 BoH 2019-Jun-25**

A motion by D. Robinson; seconded by J. M. du Manoir; be it resolved that the Board accept the Resources Committee Board Report, as amended.

Carried

**11. By-Laws**

None

**12. New Business**

- a. 2019 aIPHa AGM & Conference Report  
Chair Visneskie Moore and Vice-Chair Watt attended the 2019 aIPHa Annual General Meeting & Conference in Kingston from June 9-11, 2019. The Chair gave a verbal report of events that took place at the conference.

**Resolution: # 13 BoH 2019-Jun-25**

A motion by M. A. Aikens; seconded by J. M. du Manoir; be it resolved that the Board accept the 2019 aIPHa AGM & Conference update, as presented.

Carried

**13. Notice of Motion**

None

**14. Closed Meeting**

As previously noted, a closed meeting followed the MOH(A) Report to the Board.

**15. Date of Next Meeting**

The Chair called a Special Board meeting for Tuesday, July 30, 2019 at 10:00 a.m. in the RCDHU Classroom. At that time the Annual Report and Attestation will be presented to the Board.

The next Regular Board of Health meeting is scheduled for Tuesday, September 24, 2019 at 10:00 a.m. in the RCDHU Classroom.

**16. Adjournment**

**Resolution: # 14 BoH 2019-Jun-25**

A motion by C. Reavie; seconded by C. Watt; be it resolved that the Board meeting be adjourned at 12:16 p.m.

Carried

The Regular Board meeting adjourned at 12:16 p.m.

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Chair

*The original approved meeting minutes were signed by the Board Chair.*