



Board of Health

Regular Board Meeting by Teleconference

Tuesday, April 28, 2020

The regular meeting of Renfrew County and District Health Unit's Board of Health was held by teleconference, due to the COVID-19 emergency measures.

Roll Call:

Janice Visneskie Moore	Chair ✓
M. Ann Aikens	Vice-Chair ✓
Michael Donohue	Member ✓
J. Michael du Manoir	Member ✓
Jane Dumas	Member ✓
Peter Emon	Member ✓
Wilmer Matthews	Member ✓
Christine Reavie	Member ✓
Cathy Regier	Member ✓
Carolyn Watt	Member ✓

Staff:

Heather Daly	Acting Chief Executive Officer/Director, Corporate Services ✓
Marilyn Halko	Executive Assistant (Secretary) ✓

01. Call to Order

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

02. Agenda Approval

The agenda was approved as presented.

Resolution: # 1 BoH 2020-Apr-28

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

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
10	Totals	0

Carried by: 10-0
Lost by:

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Minutes of Previous Meetings (Approval)

- a. The meeting minutes for the Regular Board meeting held on Tuesday, March 31, 2020, via teleconference, were approved, as amended.

The amendments were as follows:

- Item 01. As per a recommendation from the Executive Committee Report, Bill 187 Municipal Emergency Act 2020 was adopted . . .
- Added to—Resolution: # 4 BoH 2020-Mar-31—A motion by M. A. Aikens; seconded by C. Reavie;

Resolution: # 2 BoH 2020-Apr-28

A motion by C. Watt; seconded by C. Regier; be it resolved that the Board approve the minutes from the Regular Board meeting held on Tuesday, March 31, 2020, as amended.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
10	Totals	0

Carried by: 10-0
Lost by:

05. Correspondence

The Board received the following correspondence:

Subject:		From:	Action:
a.	Letter from Ottawa Board of Health re: collaboration 2020-Apr-21	<ul style="list-style-type: none"> • Ottawa Public Health (OPH) 	<ul style="list-style-type: none"> • Received as information
b.	alPHa Information Break 2020-Apr-22	<ul style="list-style-type: none"> • Association of Local Public Health Agencies (alPHa) 	<ul style="list-style-type: none"> • Received as information

At 10:13 a.m. Dr. Robert Cushman, Acting Medical Officer of Health joined the meeting.

There was a fulsome discussion regarding item 05. a. the letter from OPH that included some of the following observations:

- Positive steps for a collaborative approach to delivering public health services to residents of both jurisdictions
- Recognizes the efforts of both health units for public health modernization
- RCDHU’s Senior Management Team to continue to meet with OPH’s Senior Management representatives
- Resume talks with OPH after COVID-19 pandemic.

06. Staff Reports

- a. Pembroke Office Relocation Update—verbal
- H. Daly gave a verbal report to the Board regarding the ongoing progress of the Pembroke Office relocation project that included:
- City of Pembroke building inspector confirmed need for separation of ceiling space. The new landlord/owner has agreed to make the modifications required.
 - Final set of drawings being prepared by architect this week
 - Preparing to issue the tenders to the prequalified contractors by next week
 - Clarification was requested regarding the Class A office standard as it applies to lighting, if it is a building code requirement or a standards issue. H. Daly to follow up for clarification.
 - No confirmation received regarding the Ministry one-time capital funding for the renovation project.
 - Swing space options shortlisted to two potential spaces with plans to occupy before renovations completed at 141 Lake Street if necessary.
 - Move preparations underway including: inventory, planning and cataloguing items for placement in new space, assessing gaps and identifying excesses for disposal
 - New VOIP phone system for RCDHU being selected with goal to be in place prior to end of June
 - Ministry has announced special funding for COVID-19 response extraordinary costs for public health units, but not details available

Resolution: # 3 BoH 2020-Apr-28

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the Board accept the verbal report from H. Daly, Acting Chief Executive Officer/Director, Corporate Services, regarding the Pembroke Office relocation project.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	

✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
10	Totals	0

Carried by: 10-0
Lost by:

07. Report to the Board—Acting Medical Officer of Health

Dr. Robert Cushman, Acting Medical Officer of Health, Renfrew County and District Health Unit, gave a verbal report to the Board to update them on the COVID-19 pandemic, as it pertains to Renfrew County and District.

Dr. Cushman reported that COVID-19 cases and tests in Renfrew County and District, to date, were:

- Fifteen confirmed cases to date
- Ten resolved cases
- One death—four weeks ago
- One new case in the last three weeks
- Three confirmed cases are travel related
- Nine of the 15 confirmed cases are health care workers and many are employed outside of Renfrew County and District
- Total tests done to date are 1477
- Total negative tests are 1403
- Unresolved tests are 59.
- Staff have received over 4,000 phone calls which speaks to the hard- working staff

Dr. Cushman shared that the immediate focus will be to swab 150-200 persons a day who reside in long-term care and retirement homes in Renfrew County and District. The goal is to keep COVID-19 out of these facilities.

Without an approved COVID-19 vaccine or approved anti-body testing it will be a risk to return to “normal”. The health unit will rely on traditional contact tracing until vaccines are available. The practice of physical distancing will continue to be promoted to the public.

H. Daly reported, at Dr. Cushman’s request, that ten casual nurses were hired to assist with the COVID-19 response, along with a communications consultant.

Some RCDHU staff have been promoted internally to temporarily help manage the response teams.

During the pandemic, the RCDHU staff are responding to COVID-19 inquiries via telephone seven-days a week, Monday to Sunday, from 8:00 a.m. to 7:00 p.m.

STAY HOME for us is a recently launched campaign on RCDHU’s Facebook page featuring photographs of RCDHU Staff. It emphasizes the STAY HOME STAY SAFE message broadcast throughout the COVID-19 pandemic.

Resolution: # 4 BoH 2020-Apr-28

A motion by C. Reavie; seconded by J. M. du Manoir; be it resolved that the Board accept the verbal report from Dr. Robert Cushman, Acting Medical Officer of Health.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
10	Totals	0

Carried by: 10-0
Lost by:

The Board requested that Dr. Cushman and H. Daly each submit the highlights of their Board Reports in a written, one-page, point-form document for the next board meeting. The Secretary will include the reports in the meeting material package that is posted to the Board Portal before the next Regular Board meeting scheduled for Tuesday, May 26, 2020.

Resolution: # 5 BoH 2020-Apr-28

A motion by M. A. Aikens; seconded by C. Reavie; be it resolved that the Board send a letter of appreciation to thank Daniel Janke for his service to the Board.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
✓	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	
✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
10	Totals	0

Carried by: 10-0

Lost by:

08. Date of Next Meeting

The next Regular Board of Health meeting is scheduled for Tuesday, May 26, 2020, at 10:00 a.m., by teleconference.

09. Adjournment

Resolution: # 6 BoH 2020-Apr-28

A motion by C. Watt; seconded by C. Regier; be it resolved that the Board meeting be adjourned at 11:10 a.m.

Carried

Recorded Vote

Yes	Name of Board Member	No
✓	Aikens, M. Ann	
	Donohue, Michael	
✓	du Manoir, J. Michael	
✓	Dumas, Jane	
✓	Emon, Peter	

✓	Matthews, Wilmer	
✓	Reavie, Christine	
✓	Regier, Cathy	
✓	Visneskie Moore, Janice	
✓	Watt, Carolyn	
9	Totals	0

Carried by: 9-0
Lost by:

The Regular Board meeting, held by teleconference, adjourned at 11:10 a.m.

Chair

These meeting minutes were approved by the Board at the Regular Board meeting held by teleconference on Tuesday, May 26, 2020.