



Board of Health

Resources Committee Meeting via GoToMeeting

Friday, August 14, 2020

The meeting of Renfrew County and District Health Unit's Resources Committee was held via the online video conferencing platform—*GoToMeeting*. All members were available by video.

Roll Call:

J. Michael du Manoir	Chair
M. Ann Aikens	Member
Janice Visneskie Moore	Member
Carolyn Watt	Member

Staff:

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

01. Call to Order

J. Michael du Manoir called the meeting to order at 1:05 p.m.

02. Agenda Approval

The agenda was accepted as presented.

Resolution: # 1 RC 2020-Aug-14

A motion by J. Visneskie Moore; seconded by C. Watt; be it resolved that the Resources Committee approve the agenda, as presented.

Carried

03. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

04. Delegations

There were no delegations.

05. Minutes of Previous Meetings (Approval)

- a. Resources Committee Meeting Minutes 2020-Feb-18
The meeting minutes for the Resources Committee meeting held on Tuesday, February 18, 2020, were approved, as presented.

Resolution: # 2 RC 2020-Aug-14

A motion by J. Visneskie Moore; seconded by C. Watt; be it resolved that the Board approve the meeting minutes from the Resources Committee meeting held on Tuesday, February 18, 2020, as presented.

Carried

06. Business Arising

There was no business arising.

07. Correspondence

There was no correspondence.

08. Staff Reports

H. Daly presented the following report to the Committee:

- [Briefing Note](#)

Discussion ensued surrounding the items listed below, contained in the *Note*:

- a. Renovations at 141 Lake Street: status update and contingency planning discussion

Some of the delays in the renovations are due to base building issues that are not within the scope of the RCDHU tenant fit up.

At 1:24 p.m., Jim Bell connected to the *GoToMeeting*.

Base building issues were addressed by reengineering and redesigning that caused some delays with the project. Solutions have been found that will utilize existing building infrastructure from the adjoining space.

RCDHU has been offered the use of some adjoining space in the building that will be available in January 2021 by the landlord, at no additional cost.

At 1:48 p.m., Jim Bell disconnected from the *GoToMeeting*.

It is anticipated that there may be work in progress at the new space, after taking occupancy in November. RCDHU staff will occupy the space with workarounds in place to allow final work to be completed.

- b. COVID-19 response Human Resources update/discussion
Announced this week by the Province, Health Units will be adding School Nurses to their staffing complement, to assist with COVID-19 response. FTE numbers were not finalized, and funding amounts not yet announced. The recommendation from the Ministry is to initiate recruitment immediately to ensure staff are available for the beginning of the school year.

Report to be prepared as requested at the Special Board meeting held July 28, 2020, consistent with the Executive Committee recommendation—to be reviewed at the Resources Committee meeting scheduled for Friday, September 18, 2020.

- c. *GoToMeeting* platform update/discussion
RCDHU holds licenses for *GoToMeeting* which is a video conferencing software platform. The Resources Committee used *GoToMeeting* for the first time at today's meeting.

It was agreed that *GoToMeeting* would be used at the Committee's next meeting. Members are sent an invitation with connection to the meeting using the link provided.

H. Daly and M. Halko will create and issue a survey to Board Members to confirm they have access to devices that will successfully connect to *GoToMeeting* and if technical or training support may be required.

- d. Cyber insurance
Cyber insurance is required per the Access Agreement with the Ministry for the new CCM (Case and Contact Management) IT platform introduced by the province for Ontario Health Units as part of the COVID-19 response.

Quotes are being obtained for RCDHU cyber insurance costs and will be discussed at the next Resources Committee meeting.

- e. Ministry funding
No information was available from the Ministry, at the time of the meeting, regarding one-time capital funding, current program funding or COVID-19.

Resolution: # 3 RC 2020-Aug-14

A motion by M. A. Aikens; seconded by C. Watt; be it resolved that the Resources Committee accept the Briefing Note from H. Daly, Acting Chief Executive Officer/Director, Corporate Services.

Carried

09. Board Committee Reports

There were no Board committee reports.

10. By-Laws

There were no items in by-laws.

11. New Business

There was no new business.

12. Notice of Motion

There was no notice of motion.

13. Closed Meeting

There was no closed meeting.

14. Date of Next Meeting

The next Resources Committee meeting is scheduled for Friday, September 18, 2020 at 9:00 a.m., via *GoToMeeting*.

15. Adjournment

Resolution: # 4 RC 2020-Aug-14

A motion by J. Visneskie Moore; seconded by M. A. Aikens; be it resolved that the Board meeting be adjourned at 2:22 p.m.

Carried

The Resources Committee meeting, held by *GoToMeeting*, adjourned at 2:22 p.m.

Chair

The Committee approved the meeting minutes at the 2020-Oct-20 Resources Committee meeting.