



Board of Health

Regular Board Meeting, via *Go-to-Meeting*

Tuesday, June 29, 2021

The regular meeting of Renfrew County and District Health Unit's Board of Health was held by *Go-to-Meeting*, due to restrictions in place because of the COVID-19 global pandemic. Members were present by audio and/or video.

Members:

Ann Aikens	Chair
Peter Emon	Vice-Chair
Michael Donohue	Member
J. Michael du Manoir	Member
Jane Dumas	Member
Wilmer Matthews	Member
Jennifer Murphy	Member
Christine Reavie	Member
Cathy Regier	Member
Carolyn Watt	Member

Staff:

Vicki Benoit	Director, Health Protection
Dr. Robert Cushman	Acting Medical Officer of Health
Dr. Michelle Foote	Associate Medical Officer of Health
Marilyn Halko	Executive Assistant (Secretary)
Carla Walters	Director, Health Promotion/Chief Nursing Officer
Christine Brannan	
Andrew Keck	
Liz McLaren	
Tom Regan	
Patti Smith	
Erin Vereyken	

01. Call to Order

A. Aikens called the meeting to order at 10:00 a.m.

02. Agenda Approval

The agenda was approved, as presented.

Resolution: # 1 BoH 2021-Jun-29

A motion by J. Murphy; seconded by C. Reavie; be it resolved that the Board 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. Regular Board Meeting Minutes 2021-May-25

The meeting minutes for the Regular Board meeting held on Tuesday, May 25, 2021, via *GoToMeeting*, were amended as follows:

Added on page two under Delegations—*2020 RCDHU Audited Financial Statements*—as a new paragraph after—*during 2020*:

- A Board Member requested that in Note 7—Grants—Province of Ontario, the \$509,647 budgeted Provincial Mitigation funding be removed from the Mandatory Programs line and included in the Mitigation line.

Removed:

- Attendees, listed on page seven and the top of page eight, who vacated the meeting during the closed session, were removed from the open session of the meeting minutes.

Resolution: # 2 BoH 2021-Jun-29

A motion by J. M. du Manoir; seconded by J. Dumas; be it resolved that the Board approve the meeting minutes from the Regular Board meeting held on Tuesday, May 25, 2021, as amended.

Carried

06. Business Arising

a. Action List—Regular Board Meeting—2021-May-25—updated

All items from the updated [Action List—2021-May-25](#) Regular Board Meeting were completed or deferred to a later date.

- b. Accumulated Surplus Summary
 As per a request by a Board Member at the May 25th Regular Board meeting, Karen Black, Scott Rosien Black & Locke, sent the following information:
- Accumulated Surplus Summary.

07. Correspondence

The Board received the following correspondence:

Subject:		From:	Action:
a.	Letter from Warden to Chair re: Opioid Crisis	<ul style="list-style-type: none"> • Warden Robinson County of Renfrew 	<ul style="list-style-type: none"> • The Board directed the Chair to respond to the Warden's letter per Resolution: # 3 BoH 2021-Jun-29, shown below.
b.	Amended Ontario Public Health Standards: Requirements for Programs, Services and Accountability	<ul style="list-style-type: none"> • Christine Elliott, Deputy Premier and Minister of Health 	<ul style="list-style-type: none"> • Received as information.
c.	Amended Ontario Public Health Standards: Requirements for Programs, Services and Accountability	<ul style="list-style-type: none"> • Dr. David Williams, Chief Medical Officer of Health 	<ul style="list-style-type: none"> • Received as information.
d.	Mitigation Funding in 2022	<ul style="list-style-type: none"> • Simcoe Muskoka District Health Unit 	<ul style="list-style-type: none"> • The Board directed the Chair to send a letter to Christine Elliott, Minister of Health, per Resolution: # 4 BoH 2021-Jun-29, shown below.

Resolution: # 3 BoH 2021-Jun-29

A motion by J. Murphy; seconded by C. Watt; be it resolved that the Board direct the BoH Chair to write a letter of response to the Warden regarding the Opioid crisis.

Carried

Resolution: # 4 BoH 2021-Jun-29

A motion by J. Dumas; seconded by J. Murphy; be it resolved that the Board direct the BoH Chair to write a letter to the Minister of Health, Christine Elliott, requesting the continuation of the mitigation of funding for 2022.

Carried

At 10:15 Dr. Cushman, and the COVID Management Team joined the meeting.

Item # 09. Staff Reports was move to item # 08.

08. Staff Reports

- a. Report to the Board—Dr. Robert Cushman, Acting Medical Officer of Health
Dr. Cushman gave a Report to the Board, that included the [COVID-19 Epidemiology Update—June 22, 2021](#) and the following—Meeting the COVID Team Managers.

Dr. Cushman provided the following COVID information for Renfrew County and District (RCD):

- 741 cumulate confirmed cases in RCD—less than one confirmed case of COVID-19 per day, in the last four weeks
- 71% of RCD residents—first COVID-19 vaccine shot
- 27% of RCD residents—second COVID-19 vaccine shots
- 1000 people received their first COVID-19 vaccination, last week
- Outbreaks are cleared up.

- b. Meet the COVID Team Managers

C. Walters introduced the COVID Management Team to the Board Members:

- Patti Smith
- David Tantalo
- Andrew Keck
- Christine Brannan
- Erin Vereyken
- Liz McLaren.

The COVID Team Managers gave a short verbal update report of their jobs during COVID with a description of the changes in their responsibilities as a result of the pandemic.

The Chair and Board Members thanked the COVID Team Managers for all they have done to keep RCD safe during COVID-19 and for going above and beyond in their dedication to RCDHU, in carrying out new responsibilities, during the pandemic.

Dr. Cushman and the Chair thanked Carla Walters and Liz McLaren for their 35+ years of service, each, pending their imminent retirements from Renfrew County and District Health Unit.

Resolution: # 5 BoH 2021-Jun-29

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

Carried

Resolution: # 6 BoH 2021-Jun-29

A motion by C. Reavie; seconded by P. Emon; be it resolved that the Board appoint Dr. Vera Etches or designate, as Acting Medical Officer of Health for Renfrew County and District Health Unit for any period up to and including December 31, 2021, when Dr. Robert Cushman, Acting Medical Officer of Health, may on occasion, be temporarily unavailable to act in this role, and further that this resolution be reviewed by our legal counsel to ensure consistency with our current service agreement with Ottawa Public Health.

Carried

c. Non-COVID Related Program Updates—RCDHU Programs and Services During COVID-19 Pandemic

The following document was presented by C. Walters and V. Benoit to the Board:

- [RCDHU Programs and Services During COVID-19 Pandemic.](#)

At 11:30 a.m., Tom Regan, Coordinator, Foundational Standards joined the meeting.

- d. 2020 Corporate Operational and Risk Plan—Q4 Report to the Board
T. Regan, presented the following Report to the Board:
- [2020 Corporate Operational and Risk Plan—Q4 Report.](#)

Resolution: # 7 BoH 2021-Jun-29

A motion by M. Donohue; seconded by J. Murphy; be it resolved that the Board accept the *Q4 Report 2020 Corporate Operational and Risk Plan*, as presented.

Carried

- e. 2021 Risk Management—Summary Report to RCDHU Board of Health with Risk Management Strategy & Process Toolkit
T. Regan continued his presentations to the Board:
- [2021 Risk Management—Summary Report to RCDHU Board of Health with Risk Management Strategy & Process Toolkit.](#)

A follow-up memo to the Board, identifying governance risks, will be forwarded to the Executive Committee, for action.

- f. 2021 Corporate Operational Plan with Risk Mitigation Strategies
T. Regan completed the presentations to the Board with the following report:
- [2021 Corporate Operational Plan with Risk Mitigation Strategies.](#)

Resolution: # 8 BoH 2020-Feb-25

A motion by C. Reavie; seconded by C. Regier; be it resolved that the Board accept the 2021 Corporate Operational Plan, as presented.

Carried

At 11:57 a.m., Dr. Cushman, Dr. Foote, C. Walters, V. Benoit, T. Regan and the COVID Team Managers vacated the meeting.

09. Board Committee Reports

- a. Executive
P. Emon, Executive Committee Chair, presented the following report to the Board:
- [Executive Committee Board Report—2021-Jun-17.](#)

The Chair will circulate the motion to address the Opioid crisis, that came from the floor at the 2021 alPHa AGM & Conference.

Resolution: # 9 BoH 2021-Jun-29

A motion by J. Murphy; seconded by P. Emon; be it resolved that Board accept the Executive Committee Board Report—2021-Jun-17, as presented.

Carried

10. By-Laws

There were no by-laws.

11. New Business

a. Virtual Tour of 141 Lake Street—PowerPoint presentation

Photos in the Virtual Tour PowerPoint presentation for the RCDHU Pembroke Office at 141 Lake Street, Pembroke, ON, included:

- Floor Plan
- Construction Phase
- Street View—Main Entrance
- Main Reception Area
- Meeting Rooms—Board Room and Classroom
- Main Open Staff Area—General Workspace with Modular Workstations
- Dental Suite—Ontario Seniors Dental Care Program
- Staff Kitchen/Lounge
- Offices
- Vaccine Cold Room with Refrigerators/Freezers
- Corporate Services Department
- Shipping and Receiving Area
- Generator.

b. OIC—Ann Aikens

Ann Aikens was reappointed as a Member of the Board of Health for the Renfrew County and District Health Unit, for a period not to exceed two years, effective August 17, 2021.

c. OIC—Wilmer Matthews

Wilmer Matthews was reappointed as a Member of the Board of Health for the Renfrew County and District Health Unit, for a period not to exceed two years, effective September 8, 2021.

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 Regular Board meeting is scheduled for Tuesday, September 28, 2021, at 10:00 a.m. or at the call of the Chair.

15. Adjournment

Resolution: # 8 BoH 2021-Jun-29

A motion by C. Reavie; seconded by W. Matthews; be it resolved that the Regular Board meeting be adjourned at 12:21 p.m.

Carried

The Regular Board meeting, held by GoToMeeting, adjourned at 12:21 p.m.

The original approved meeting minutes were signed by

Ann Aikens, Board of Health Chair.

Chair

These meeting minutes were approved by the Board at the 2021-Sep-28 Regular Board meeting.