



Board of Health

Stakeholder Relations Committee Meeting

Monday, March 02, 2020

The Stakeholder Relations Committee 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:

Christine Reavie	Chair
Jane Dumas	Member (joined by telephone)
Cathy Regier	Member
Janice Visneskie Moore	Member

Staff:

Marilyn Halko	Executive Assistant (Secretary)
Colleen Musclow	Coordinator, Quality Improvement

1. Call to Order

C. Reavie called the meeting to order at 10:00 a.m.

2. Agenda Approval

The agenda was approved as amended, to include the following:

- 08. Staff Report--Engagement Strategy

Resolution: # 1 SRC 2020-Mar-02

A motion by C. Regier; seconded by J. Visneskie Moore; be it resolved that the Stakeholder Relations Committee agenda be approved, as amended.

Carried

3. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

4. Delegations

There were no delegations.

5. Minutes of Previous Meeting (Approval)

- a. The Committee approved the meeting minutes for the Stakeholder Relations Committee meeting held on Friday, November 18, 2019.

Resolution: # 2 SRC 2020-Mar-02

A motion by J. Visneskie Moore; seconded by C. Regier; be it resolved that the minutes for the Stakeholder Relations Committee meeting held on Monday, November 18, 2019, be approved, as presented.

Carried

6. Business Arising

N/A

7. Correspondence

The Committee reviewed and discussed the correspondence shown in the table below and recommended the following *Action(s)* to the Board:

Subject:	From:	Action:
a. Endorsement of Correspondence re: Vaping	<ul style="list-style-type: none"> • City of Hamilton 	<ul style="list-style-type: none"> • receive as information *
b. 2020 Municipal Cost Share of Public Health Funding	<ul style="list-style-type: none"> • Eastern Ontario Public Health 	<ul style="list-style-type: none"> • recommend that Board support the motion

* It was noted that the Secretary forwarded an email to Board Members on Friday, February 28, 2020, regarding the Ministry of Health’s announcement for a proposal of new regulations to further restrict youth access to vapour products in Ontario—[Ontario Protecting Children and Youth from Dangers of Vaping](#).

Resolution: # 3 SRC 2020-Mar-02

A motion by J. Visneskie Moore; seconded by C. Regier; be it resolved that the Stakeholder Relations Committee recommend that the Board support the motion from EOHU regarding 2020 municipal cost share of Public Health funding dated Feb12/2020.

Carried

8. Staff Reports

Community and Stakeholder Engagement Strategy Update

C. Musclow provided a [Community and Stakeholder Engagement Strategy](#)

[Update](#), assessing where RCDHU is at the beginning of 2020, with a focus on priorities for the rest of the year.

Since 2017, the Board has received a quarterly Community and Stakeholder Engagement Strategy Report.

The Committee received an update for 2020 that included the following components:

1. Raise Awareness
2. Ensure Involvement—to help build internal capacity
3. Evaluate Working Relationships—with a reference to the [Report: Community Engagement Review—October 2018](#).

The following five recommendations came out of the *Community Engagement Review* to guide RCDHU's work:

1. Inform
2. Consult
3. Collaborate
4. Involve
5. Empower.

Recommended requirements for effective community engagement include:

1. Communication, Information and Sharing Resources
2. Integrated Planning
3. Providing Education on a Public Health Topic/Issue
4. Planning an Initiative or Program
5. Project Advisory Committee/Group.

The Committee Chair will arrange to invite Melissa Botz, Coordinator, Communications and Emergency Preparedness to the next meeting, for updates on RCDHUs involvement in social media.

9. **New Business**

Consistent messaging for:

a. Public Health Modernization

On Friday, February 28, 2020, Heather Daly sent a--*General Staff Information Update*—to all RCDHU Staff Members, that included updates on the following topics:

- Public Health Modernization
- Media Reports—RCDHU and Modernization
- 2020 Annual Service Plan & Budget.

- b. RCDHU Pembroke Office Relocation Project
Melissa Botz is the lead for communication, regarding the Pembroke Office relocation project.

10. Closed Meeting

Resolution: # 4 SRC 2020-Mar-02

A motion by C. Regier; seconded by J. Visneskie Moore; be it resolved that the Board move in to a closed session at 10:45 a.m. to discuss, as per Municipal Act Section 239(2)(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 Board regarding a Memorandum of Understanding.

Carried

At 11:11 a.m., the Committee Chair rose to report that the Stakeholder Relations Committee met in a closed session to discuss, as per Municipal Act Section 239(2)(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 Board regarding a Memorandum of Understanding.

11. Date of Next Meeting

The next Stakeholder Relations meeting is scheduled for Monday, April 6, 2020 at 10:00 a.m., in the RCDHU Classroom.

12. Adjournment

Resolution: # 5 SRC 2020-Mar-02

A motion by C. Regier; seconded by J. Visneskie Moore; be it resolved that the Stakeholder Relations Committee meeting be adjourned at 11:11 a.m.

Carried

The Stakeholder Relations Committee meeting adjourned at 11:11 a.m.

Chair

These meeting minutes were approved by the Committee at the Stakeholder Relations Committee meeting held on Tuesday, November 9, 2021.