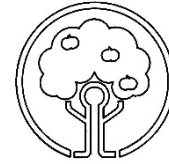


Renfrew County and District Health Unit
"Optimal Health for All in Renfrew County and District"



Board of Health

Regular Board Meeting, via *Microsoft Teams*

Tuesday, May 31, 2022

The Regular meeting of Renfrew County and District Health Unit's Board of Health was held on the virtual software platform—*Microsoft Teams*. Members were present by audio and/or video.

Members:

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

Staff:

Vicki Benoit	Director, Health Protection
Dr. Robert Cushman	Acting Medical Officer of Health
Heather Daly	Acting Chief Executive Officer/Director, Corporate
Services Dr. Michelle Foote	Public Health Physician
Marilyn Halko	Executive Assistant (Secretary)
Patti Smith	Director, Health Promotion
Lindsey Cameron-Dermann	
Tom Regan Michelle Street	

Guest:

Karen Black	Scott Rosien Black & Locke
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01. Call to Order

Chair Aikens called the meeting to order at 10:03 a.m.

02. Agenda Approval

The agenda was approved, as presented.

Resolution: #1 BoH 2022-May-31

Moved by J. King; 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

Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2021

Karen Black, Scott Rosien Black & Locke, reviewed the *Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2021*, page by page, with the Board. These documents were a reference for Board Members, during the discussion of the *Statements*:

- a. [Draft Financial Statements of Renfrew County and District Health Unit—Year ended December 31, 2021](#)
- b. [2021 Audit Findings Letter](#)
- c. [2021 Independence Letter](#).

The Chair called for questions and comments from the Board.

A Board Member requested more details on the operating surplus. K. Black will forward the information. The surplus worksheet will be added to the Regular Board meeting agenda—Tuesday, June 28, 2022—under item 06. Business Arising.

The Board Chair thanked K. Black, and commended the Acting Chief Executive Officer/Director, Corporate Services and her Team for another clean audit.

Resolution: #2 BoH 2022-May-31

Moved by J. King; seconded by C. Reavie; be it resolved that the Board accept the Financial Statements for the year ended December 31, 2021, and further that the Chair and Vice-Chair sign the Statements.

Carried

K. Black left the meeting at 10:58 a.m.

05. Minutes of Previous Meetings (Approval)

- a. Regular Meeting Minutes 2022-Apr-26

The meeting minutes were approved for Tuesday, April 26, 2022.

Resolution: #3 BoH 2022-May-31

Moved by J. Brose; seconded by W. Matthews; be it resolved that the Board approve the meeting minutes from the Regular Board meeting held on Tuesday, April 26, 2022, as presented.

Carried

06. Business Arising

- a. Action List—Regular Board Meeting—2022-Apr-26

All items from [Action List](#) were completed or deferred to a later date.

07. Staff Reports

- a. Report to the Board—Dr. Robert Cushman, Acting Medical Officer of Health
Dr. Robert Cushman gave a verbal update to the Board on current COVID-19 activity in Renfrew County and District, which included the [COVID-19 Case Summary—May 26, 2022](#) and the [Renfrew County and District \(RCD\) COVID-19 Vaccine Rollout at a Glance](#).

L. Cameron-Dermann, Coordinator, Epidemiology and Health Analytics, updated the Board on the [Weekly COVID-19 incidence rate in RCDHU and Ontario—November 28, 2021 to May 21, 2022](#), [Confirmed COVID-19 Outbreaks in RCD—November 1, 2021 to May 25, 2022](#), and [COVID-19-Related Deaths in RCD](#).

Chair Aikens called for questions and comments.

- b. Food Premises Risk Categorization Process
The Board discussed the [Food Premises Risk Categorization Process](#) presentation by Michelle Street, Coordinator, Healthy Environments.

The Chair called for questions and comments from the Board.

A Board Member asked about the procedure related to inspections for food trucks.

Resolution: #4 BoH 2022-May-31

Moved by C. Watt; seconded by P. Emon; be it resolved that the Board accept the verbal Report to the Board from Dr. Robert Cushman, Acting Medical Officer of Health.

Carried

Chair Aikens thanked Dr. Cushman, L. Cameron-Dermann and M. Street for their reports to the Board.

Dr. Cushman thanked L. Cameron-Dermann, and M. Street for their presentations.

M. Street vacated the meeting at 11:28 a.m.

- c. 2022 Q1 Corporate Operational Plan with Risk Mitigation Strategies The Board discussed the following report presented by Tom Regan, Coordinator, Foundational Standards:
 - [2022 Q1 Corporate Operational Plan with Risk Mitigation Strategies.](#)

The Chair called for questions and comments from the Board.

Resolution: #5 BoH 2022-May-31

Moved by J. Murphy; seconded by W. Matthews; be it resolved that the Board accept the *2022 Q1 Corporate Operational Corporate Plan with Risk Mitigation Strategies.*

Carried

Chair Aikens thanked T. Regan for the report to the Board.

Dr. Cushman, Dr. Foote, L. Cameron-Dermann, and T. Regan, left the meeting at 12:00 p.m.

At 12:00 p.m., the Chair recessed the meeting until 12:20 p.m.

08. Board Committee Reports

- a. Executive
Committee Chair Christine Reavie presented the following:
 - [Executive Committee Board Report.](#)

Chair Aikens reviewed the items on the *Report* and called for questions and comments from the Board.

A Board Member requested that BoH Members be included in the SWOT analysis interviews conducted by the consultant for the RCDHU Strategic Plan.

Resolution: #6 BoH 2022-May-31

Moved by J. King; seconded by M. Donohue; be it resolved that the Board accept the *Executive Committee Board Report*.

Carried

b. Governance

Committee Chair Joanne King presented the following:

- [Governance Committee Board Report](#).

Chair Aikens reviewed the items on the *Report* and called for questions and comments from the Board.

Resolution: #7 BoH 2022-May-31

Moved by J. Murphy; seconded by W. Matthews; be it resolved that the Board accept the *Governance Committee Board Report*.

Carried

M. Donohue left the meeting at 12:26 p.m.

c. Resources

Committee Chair J. Michael du Manoir presented the following:

- [Resources Committee Board Report](#).

Chair Aikens reviewed the items on the *Report* and called for questions and comments from the Board.

Resolution: #8 BoH 2022-May-31

Moved by J. M. du Manoir; seconded by C. Reavie; be it resolved that the Board accept the *Resources Committee Board Report*.

Carried

d. Stakeholder Relations

Committee Chair Carolyn Watt presented the following:

- [Stakeholder Relations Committee Board Report](#).

Chair Aikens reviewed the items on the *Report* and called for questions and comments from the Board.

The Chair will send a letter of invitation to the County of Renfrew Warden, requesting the Director of Community Services present at a September, October or November Board meeting.

Resolution: #9 BoH 2022-May-31

Moved by J. Murphy; seconded by W. Matthews; be it resolved that the Board accept the *Stakeholder Relations Committee Board Report*.

Carried

09. Correspondence

The Board received the following correspondence:

Subject:		From:	Action:
a.	<u>Invitation to board engagement and education session</u>	<ul style="list-style-type: none"> Ottawa West Four Rivers Ontario Health Team 	<ul style="list-style-type: none"> Received as information.
b.	<u>Mental Health and Opioid Crisis</u>	<ul style="list-style-type: none"> Grey Bruce Public Health 	<ul style="list-style-type: none"> Received as information.
c.	<u>Provincial Opioid Crisis Response</u>	<ul style="list-style-type: none"> Peterborough Public Health 	<ul style="list-style-type: none"> Received as information.
d.	<u>Letter of Support—Response to Opioid Crisis in Simcoe Muskoka and province-wide</u>	<ul style="list-style-type: none"> Windsor-Essex County Health Unit 	<ul style="list-style-type: none"> Received as information.
e.	i. <u>Bulletin—Refugee Healthline: Request for Health Care Providers to Provide Transitional Care for Refugees</u> ii. <u>Fact Sheet—Refugee HealthLine EN</u> iii. <u>Fact Sheet—Refugee HealthLine FR</u>	<ul style="list-style-type: none"> Ontario Ministry of Health 	<ul style="list-style-type: none"> Received as information.
f.	<u>alPHA Releases Public Health Matters Video</u>	<ul style="list-style-type: none"> Association of Local Public Health Agencies (alPHA) 	<ul style="list-style-type: none"> Received as information.
g.	<u>Information Break – May 2022</u>	<ul style="list-style-type: none"> alPHA 	<ul style="list-style-type: none"> Received as information.

10. By-Laws

There were no By-Laws.

11. New Business

- a. 2022 aPHa Resolutions for Consideration
Chair Aikens verified that RCDHU has four votes at the 2022 aPHa Conference and Annual General Meeting, on June 14, 2022. Each of the [2022 aPHa Resolutions for Consideration](#) were reviewed and discussed. There was consensus that the four Board Members attending the virtual Conference should vote in support of each of the resolutions.

12. Notice of Motions

There was no notice of motion.

13. Closed

There was no closed meeting.

14. Date of Next Meetings

The date of the next Regular Board meeting is Tuesday, June 28, 2022, at 10:00 a.m., or at the call of the Chair.

15. Adjournment

Resolution: #10 BoH 2022-May-31

Moved by C. Reavie; seconded by J. Dumas; be it resolved that the Regular Board of Health meeting be adjourned at 12:48 p.m.

Carried

The Regular Board meeting, held by *Microsoft Teams*, adjourned at 12:48 p.m.

Chair

These meeting minutes were approved by the Board at the Regular Board meeting held on Tuesday, June 28, 2022.