



Board of Health

Governance Committee Meeting

Thursday, October 20, 2022

The Governance Committee meeting of Renfrew County and District Health Unit's Board of Health was held on *Microsoft Teams*. Members were present by audio and/or video.

Present:

Joanne King	Chair
Ann Aikens	Member
Jane Dumas	Member
Wilmer Matthews	Member

Staff:

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

Regrets:

Michael Donohue	Member
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01. Call to Order

Committee Chair J. King called the Governance Committee meeting to order at 1:35 p.m.

02. Land Acknowledgement

RCDHU is located on the unceded territory of the Algonquin Anishinaabe People.

We would like to honour the land and peoples of the Algonquin Anishinaabe, whose ancestors have lived on this territory for millennia, and whose culture and presence have nurtured and continue to nurture this land.

We would like to honour all First Nations, Inuit and Métis peoples, their elders, their ancestors and their valuable past and present contributions to this land.

Migwech

03. Agenda Approval

The agenda was approved as presented.

Resolution: #1 GC 2022-Oct-20

Moved by J. Dumas; seconded by W. Matthews; be it resolved that the agenda be approved, as presented.

Carried

04. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

05. Approval of Minutes of Previous Meeting

- a. The meeting minutes for Tuesday, October 4, 2022, were approved.

Resolution: #2 GC 2022-Oct-20

Moved by A. Aikens; seconded by W. Matthews; be it resolved that the Governance Committee approve the meeting minutes for Tuesday, October 4, 2022, as presented.

Carried

06. New Business

- a. Staff Appreciation/Christmas
The Committee discussed preparing for staff appreciation at Christmas, similar to prior years, that includes a gift and Christmas greeting card with a hand-written message inside it, on behalf of the Board.

Resolution: #3 GC 2022-Oct-20

Moved by J. Dumas; seconded by W. Matthews; be it resolved that the Governance Committee recommend to the Board that sufficient funds be made available for a \$30 gift, for staff appreciation at Christmas, not to exceed \$4,500;

And further, that the Board direct the Chair to write a Christmas greeting, to each staff member, on behalf of the Board.

Carried

07. Closed Meeting

Resolution: #4 GC 2022-Oct-20

Moved by W. Matthews; seconded by J. Dumas; be it resolved that the Governance Committee move into a closed meeting at 1:44 p.m. to discuss: ii. personal matters about an identifiable individual, including Board Members;

And xi. a position, plan, procedure, criteria or instruction to applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried

Committee Chair J. King verified that all Committee Members were alone and in a secure location before the meeting moved into a closed session.

Committee Chair J. King rose to report at 2:22 p.m., that the Committee met in a closed meeting to discuss: ii. personal matters about an identifiable individual, including Board Members, and xi. a position, plan, procedure, criteria or instruction to applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

As a result of discussions by the Committee in the closed meeting the following four items were brought forward:

- a. Contract for Acting Medical Officer of Health—January 2023
At the direction of the Governance Committee, the Chair and the Acting Chief Executive Officer entered into discussions with a potential Acting Medical Officer of Health.

Dr. Ian Gemmill, MD, CCFP, FCFP, FRCPC, has agreed to enter into the MOH(A) contract with RCDHU, for the period from January 1, 2023 to April 30, 2023. Only minor updates were made to the existing contract and no substantial changes were made to the remuneration section.

The Committee is grateful to Dr. Cushman for his initial outreach to Dr. Gemmill and we would look forward to welcoming him to RCDHU, as our Acting Medical Officer of Health, in the new year.

Resolution: #5 GC 2022-Oct-20

Moved by J. Dumas; seconded by W. Matthews; be it resolved that the Governance Committee recommend to the Board that Dr. Ian Gemmill, MD, CCFP, FCFP, FRCPC, be appointed as Acting Medical Officer of Health, from January 1, 2023 to April 30, 2023.

Carried

- b. RFP Results, Discussion and Recommendations
H. Daly, Acting Chief Executive Officer/Director, Corporate Services, reported to the Governance Committee that five organizations were contacted. Two agencies submitted their proposals within the timeframe,

responding by 2:00 p.m. on October 17, 2022. These agencies were FeldmanDaxon Partners Inc. and Legacy Executive Search Partners.

The written submissions were independently reviewed and scored by the Acting Chief Executive Officer/Director, Corporate Services, the Director, Health Promotion and the Director, Health Protection.

The following is the summary of consolidated scores by criteria and total:

Evaluation by criteria of Recruitment Services Tenders (Winner of RFP - RCDHU-2022-02-CS)			
Consolidated Scores			
Criteria	FeldmanDaxon Partners Inc	Legacy Executive Search Partners	Max Score
Financial	58	57	60
Timeframe	23	24	25
Technical/Other	10	15	15
Total Consolidated Scores	91.67	96.33	100

Both are excellent companies, and the totals were close. Legacy Executive Search Partners offered a longer guarantee period and a faster start time.

Resolution: #6 GC 2022-Oct-20

Moved by A. Aikens; seconded by J. Dumas; be it resolved that the Governance Committee recommend to the Board that Legacy Executive Search Partners be contracted to recruit a Medical Officer of Health for Renfrew County and District Health Unit, at a price not to exceed \$40,000.

Carried

c. Selection Committee

The Committee discussed the composition of the Selection Committee, as a follow-through with the recruitment of a Medical Officer of Health for RCDHU.

In addition to item 04 on the September 27 *Action List*, the proposals from both recruitment agencies require a selection committee, from the organization, for the beginning of the project.

Resolution: #8 GC 2022-Oct-20

Moved by W. Matthews; seconded by J. Dumas; be it resolved that the Governance Committee recommend to the Board that a Selection Committee for the Medical Officer of Health be comprised of Ann Aikens, Joanne King, J. Michael du Manoir, and Heather Daly.

Carried

- d. Renewal of Contract with Ottawa Public Health—Public Health Physician
The Governance Committee discussed how pleased all parties are with this collaborative partnership and would like to recommend to the Board that they renew the professional services agreement for another year.

There are no changes to the original professional services agreement with Ottawa Public Health, except, extending the date to December 31, 2023.

Resolution: #7 GC 2022-Oct-20

Moved by J. Dumas; seconded by A. Aikens; be it resolved that the Governance Committee recommend to the Board to renew the existing service agreement contract, with Ottawa Public Health, for the Public Health Physician, for the period from January 1, 2023 to December 31, 2023.

Carried

08. Notice of Motion

None

09. Action List Review

- a. Regular BoH—2022-Sep-27
The Committee reviewed the [Action List](#).

10. Date of Next Meeting

The next Governance Committee meeting is scheduled at the call of the Chair.

11. Adjournment

Resolution: #9 GC 2022-Oct-20

Moved by J. Dumas; seconded by W. Matthews; be it resolved that the Governance Committee meeting be adjourned at 2:32 p.m.

Carried

The Governance Committee meeting adjourned at 2:32 p.m.

Chair