



**BOARD OF HEALTH FOR THE
NORTHWESTERN HEALTH UNIT**

MINUTES of the Regular Board of Health Meeting
September 25, 2020
Electronic Meeting

PRESENT: Doug Lawrance – Chair, Shayne MacKinnon, Trudy Sachowski, Sharon Smith, Jim Belluz, Nicole Brown, Paul Ryan, Sally Burns, Jerry O’Leary

IN ATTENDANCE:

Kit Young Hoon, MOH
Marilyn Herbacz, CEO
Lindsay Koch
Gillian Lunny, Manager – Sexual Health & Harm Reduction
Jon Begg, Communications & Public Relations Specialist

GUESTS:

Lori Stoltz
Marilyn Owsten

REGRETS:

1. CALL TO ORDER

Doug Lawrance called the meeting to order at 8:30 am and read the land acknowledgement and meeting opener.

2. CHAIR’S ACTIVITY REPORT

No Report

3. APPROVAL OF AGENDA

The agenda was amended to include 14.1 Upcoming Municipal Budgets.

Motion / Resolution: # 86-2020 CARRIED	J. Belluz N. Brown
THAT the Agenda for the Board of Health meeting dated September 25, 2020 be approved as amended.	

4. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None declared.

5. MINUTES OF BOARD OF HEALTH MEETING, AUGUST 28, 2020

The minutes were amended to state that the Board of Health was provided with an Executive Summary of the Needs Assessment completed by Reframe HR, and not the full report.

Motion / Resolution: # 87-2020 CARRIED	S. Burns S. MacKinnon
THAT the Minutes of the Northwestern Health Unit Board of Health meeting held August 28, 2020 be accepted as amended.	

6. IN CAMERA

Motion / Resolution: # 88-2020 CARRIED	J. O’Leary P. Ryan
THAT the Board of Health moves to an in camera session at 8:33am to discuss: <ul style="list-style-type: none"> • Personnel Matters (2 items) • Advice that is subject to solicitor-client privilege, including communications necessary for that purpose (1 item) 	

Lori Stoltz joined the meeting at 8:36am and left at 8:58am

Marilyn Owsten joined the meeting at 8:59am and left at 9:35am

Marilyn Herbacz, Kit Young Hoon and Lindsay Koch left the meeting at 9:02am and returned at 9:37am

Motion / Resolution: # 89-2020 CARRIED	T. Sachowski S. Smith
THAT the Board of Health move out of the in-camera session and return to the regular meeting at 9:44am.	

Motion / Resolution: # 90-2020 CARRIED	N. Brown J. Belluz
THAT the Board of Health approve using the Draft Memorandum of Understanding regarding HPPA orders on First Nation communities for further discussion and negotiations with the FN community as discussed under item 6.	

7. alPHa Update

7.1 alPHa Representative Report

Trudy Sachowski spoke to her written report for alPHa for September 2020.

Motion / Resolution: # 91-2020 CARRIED	P. Ryan S. Burns
THAT the Board of Health receive the following report: <ul style="list-style-type: none"> • 2020.09.25-7.1 alPHa Representative Report 	

8. EXECUTIVE COMMITTEE REPORT

Sharon Smith presented a verbal report for the Executive Committee meeting held September 11, 2020.

Motion / Resolution: # 92-2020 CARRIED	P. Ryan J. O’Leary
THAT the verbal report of the Executive Committee meeting held September 11, 2020 be approved as presented.	

9. FINANCE COMMITTEE

Nicole Brown presented a verbal report for the Finance Committee meeting held September 11, 2020.

Discussion was held about the long-term purpose of the Finance Committee.

Motion / Resolution: # 93-2020 CARRIED	S. Smith T. Sachowski
THAT the Board of Health receive the verbal report of the Finance Committee meeting held September 11, 2020, and approve the amendments made to the Finance Committee Terms of Reference.	

10. PROVINCIAL APPOINTMENT

Nicole Brown’s term as Provincial Appointee ends January 21, 2021. Nicole will be applying for reappointment; the secretariat encourages Boards of Health to include letters of endorsement for members seeking reappointment.

Motion / Resolution: # 94-2020 CARRIED	S. Burns J. Belluz
THAT the Board of Health endorse the reappointment of Nicole Brown to the Board, and further that an endorsement letter signed by the Board of Health Chair will accompany Ms. Brown’s application for reappointment.	

11. POLICIES

11.1 Electronic Meetings Policy

This Policy was revised to incorporate changes to provincial legislation that permit Municipal Councils and Local Boards to meet via electronic means without the requirement to have the Chair, or any member in a certain location. Additionally, it permits all members to count towards quorum and vote, and participate electronically in closed sessions.

After some discussion, it was agreed that this Policy will be reviewed and brought back for approval at the next Board of Health meeting.

11.2 Non-Medical Mask Use Policy

This Policy has a slight revision to include language about use of PPE over non-medical masks for staff where required.

11.3 Sponsorship and Donations Policy

This Policy has been updated to assist with direction in responding to requests for sponsorships and determining whether to accept donations from third parties.

Motion / Resolution: # 95-2020 CARRIED	N. Brown S. MacKinnon
<p>THAT the Board of Health approve amendments made to the following policies:</p> <ul style="list-style-type: none"> • Electronic Meetings Policy • Non-Medical Mask Use Policy • Sponsorships and Donations Policy 	

12. PUBLIC HEALTH PROGRAMS

12.1 Medical Officer of Health Update – *Dr. Kit Young Hoon gave an update. Reference #2020.09.25-12.1 – the report will be kept on file.*

12.2 Rainy River District Ontario Health Team Application
The Board of Health reviewed the application and agreed to have the Chair sign on behalf of the Board.

12.3 Outreach and Harm Reduction Update
Gillian Lunny, Manager of Sexual Health and Harm Reduction joined the meeting to provide the Board with an update on the work of the Sexual Health and Harm Reduction team in NWHU communities.

Gillian Lunny joined the meeting at 10:52am and left at 11:32am.

12.4 COVID-19 Virus Update – *Dr. Kit Young Hoon gave a verbal update on the COVID-19 Virus to date.*

12.5 Emergency Management Routine Report – *Alex Berry, Manager of Communications and Foundations Services provided a report to the BOH. Reference #2020.09.25-12.5 - the report will be kept on file.*

12.6 COMOH COVID-19 Response Evaluation – *Alex Berry, Manager of Communications and Foundations Services and Kit Young Hoon, Medical Officer of Health provided a report to the BOH. Reference #2020.09.25-12.6 - the report will be kept on file.*

12.7 Infectious Diseases Annual Report – *Donna Stanley, Manager of Infectious Diseases provided a report to the BOH. Reference #2020.09.25-12.7 - the report will be kept on file.*

Motion / Resolution: # 96-2020 CARRIED	S. MacKinnon J. O’Leary
<p>THAT the following reports be accepted as presented:</p> <ul style="list-style-type: none"> - 2020.08.28- 12.1 Medical Officer of Health Update - 2020.08.28- 12.2 COVID-19 Virus Update-verbal report - 2020.08.28 -12.3 Foundations Routine Report - 2020.08.28- 12.4 School Re-Opening-COVID-19 	

Motion / Resolution: # 97-2020 CARRIED	P. Ryan S. Smith
THAT the Board of Health authorize the Chair to sign the application for the Rainy River District Ontario Health Team on behalf of the Northwestern Health Unit.	

13. CORPORATE ADMINISTRATION

- 13.1 CEO & Finance Report** – *Marilyn Herbacz, Chief Executive Officer.*
Reference #2020.09.25-13.1 – the report will be kept on file.

In addition to her written report, Marilyn spoke about the status of the Dental Program as discussed at the August BOH meeting.

- 13.2 Board of Health Self Evaluation**
Marilyn Herbacz provided an overview of the Board of Health Self Evaluation process, and informed the Board that the survey will be sent immediately following the meeting for completion within one week. The final report will be presented at the November 2020 Board of Health meeting.
Reference #2020.09.25-13.2 - the Report will be kept on file.

- 13.3 NWHU Organizational Chart**
Northwestern Health Unit’s Organizational Chart has been updated to reflect the current makeup of the organization. Internal documents referencing the Organizational Chart will be reviewed, updated and brought back to the Board for approval at a future meeting.
Reference #2020.09.25-13.3 the chart will be kept on file.

- 13.4 Public Health Report Card** – *Jon Begg, Communications and Public Relations Specialist presented the final draft of the Public Health Report Card. Reference #2020.09.25-13.1 – the report will be kept on file.*

Jon Begg joined the meeting at 12:09pm and left at 12:27pm.

- 13.5 Balanced Scorecard** – *Alex Berry, Manager of Communications and Foundations Services provided a report to the BOH. Reference #2020.09.25-12.5 - the report will be kept on file.*

- 13.6 Board vs. Corporate Policies**
The Board reviewed the current list of Board of Health policies, and determined which will be included in the Board manual and which will move to Corporate Administration going forward.

- 13.7 Board Orientation**
Marilyn discussed the plan for orientation for Board of Health members which will be done in pieces over a series of meetings to commence at October’s Board of Health meeting. The Board agreed this would be a useful addition to the agenda each month as time permits.

Motion / Resolution: # 98-2020 CARRIED	T. Sachowski P. Ryan
<p>THAT the following reports be accepted as presented:</p> <ul style="list-style-type: none"> • 2020.09.25-13.1 CEO & Finance Report • 2020.09.25-13.2 Board of Health Self Evaluation • 2020.09.25-13.3 Balanced Scorecard 	

Motion / Resolution: # 99-2020 CARRIED	N. Brown S. Burns
<p>THAT the Board of Health approve the 2019 Public Health Report Card as amended.</p>	

14. AMENDMENTS

14.1 Upcoming Municipal Budgets

Sharon Smith suggested that NWHU consider opening lines of communication with Municipalities to update them on Public Health Modernization, and any impacts to the levy for 2021, and that Marilyn consider attending municipal council meetings electronically to share these updates.

15. NEXT MEETING DATE

- Friday, October 30, 2020 via GoTo Meeting at 8:30am
- Friday, November 20, 2020 via GoTo Meeting at 8:30am

16. ADJOURNMENT

The Chair accepted a motion to adjourn the meeting at 12:54pm.

Motion / Resolution: # 100-2020 CARRIED	N. Brown S. Burns
<p>THAT the Board of Health Meeting of September 25, 2020 adjourns at 12:54pm.</p>	

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS 30th DAY OF October2020



MEETING CHAIR, BOARD OF HEALTH



RECORDER