



**Northwestern
Health Unit**

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

MINUTES of the Regular Board of Health Meeting
September 24, 2021
Electronic Meeting

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

IN ATTENDANCE:

Marilyn Herbacz, CEO
Kit Young Hoon, MOH
Lindsay Koch

GUESTS:

REGRETS:

ABSENT:

1. CALL TO ORDER

Doug Lawrance called the meeting to order at 8:34am.

2. APPROVAL OF AGENDA

Motion / Resolution: # 86-2021 CARRIED	W. Brunetta S. MacKinnon
THAT the Agenda for the Board of Health meeting dated September 24, 2021 be approved.	

3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None declared.

4. CHAIR’S ACTIVITY REPORT

Doug Lawrance shared some of his activity since the last BOH meeting, including attending the monthly Municipal Update on COVID-19. The Chair expressed his appreciation for the Dryden Ice Dogs who invited Dr. Young Hoon to do the ceremonial puck drop at the team’s inaugural game of the season and included an invitation to NWHU staff who have supported vaccination efforts.

5. MINUTES OF BOARD OF HEALTH MEETING, AUGUST 27, 2021

Motion / Resolution: # 87-2021 CARRIED	J. O’Leary S. Smith
THAT the Minutes of the Northwestern Health Unit Board of Health meeting held August 27, 2021 be approved.	

6. aIPHa UPDATES

6.1 aIPHa Report

Trudy Sachowski, in her role as Vice President of aIPHa, participated in meetings related to bringing public health topics forward to candidates in the upcoming provincial election. aIPHa also meets regularly with the new CMOH, Dr. Kieran Moore, who has established ACMOH roles in each of the Ontario Health Team Regions. aIPHa also intends to meet with Ministry Personnel to discuss public health funding.

Motion / Resolution: # 88-2021 CARRIED	S. MacKinnon W. Brunetta
THAT the September 2021 aIPHa Report be received.	

7. EXECUTIVE COMMITTEE REPORT

Sharon Smith shared some highlights from the meeting held September 17, 2021, including some work related to presenting at KDMA and RRDMA when opportunities arise, Municipal letters to the Ministry related to public health funding, and regular meetings with Municipalities.

The Committee discussed the work coming out of the Tactical Plan, noting that the pandemic response is limiting capacity for this work, but may roll out slower than initially planned for.

Motion / Resolution: #89-2021 DEFEATED	T. Sachowski J. O’Leary
THAT the Verbal Report of the Executive Committee Meeting held September 17, 2021	

8. CORPORATE ADMINISTRATION

8.1 CEO & Finance Report *Marilyn Herbacz, CEO. Reference #2021.09.24-8.1 The report will be kept on file.*

Marilyn Herbacz provided a verbal summary of her written report.

Marilyn meets with Municipal CAOs regularly, with the next meeting to be held September 29th. It was noted that participants appear to find value in these meetings.

8.2 COVID-19 Vaccination Policy *Marilyn Herbacz, CEO*

The Province of Ontario has mandated that Public Health Units have Vaccination Policies developed and implemented before the end of September. This policy applies to all employees, volunteers, contractors, students, and Board of Health members.

The Board expressed their appreciation for the policy, and for the work of NWHU staff who contributed to its development.

It was suggested that these documents be shared with Municipal partners to support the development of their own policies. Dr. Young Hoon shared that NWHU is currently working on a toolkit to share with workplaces and municipalities to develop their own policies, to encourage organizations to think through potential risks that may apply to them, rather than providing a template. NWHU’s policy can be included as an example alongside the toolkit.

8.3 NWHU Recovery Plan *Marilyn Herbacz, CEO. Reference #2021.09.24-8.3 The report will be kept on file.*

This past summer, the Leadership Council began working on an organizational recovery plan to inform demobilization of the pandemic response and return to regular programming. The goal was to begin to implement the plan beginning in the fall, but the fourth wave of COVID-19 put this on hold, meaning some of the goals will shift to later in the year, and into the new year. Management continues to work on this evergreen document as the pandemic continues.

Part of the plan includes a spreadsheet to assist with the mobilization of staff through the ebbs and flows of vaccinations and case and contact management needs.

8.4 NWHU Strategic Planning *Marilyn Herbacz, CEO. Reference #2021.09.24-8.4 The Report will be kept on file.*

The current Strategic Plan for Northwestern Health Unit expires December 31, 2021, which was an extension approved by the Board in 2020, due to the pandemic response.

For this iteration of the strategic plan, a third-party facilitator will be engaged to lead the process, alongside the Strategic Planning Ad Hoc Committee.

The Board engaged in discussion regarding capacity for this work, anticipated outcomes, and noted that though there may be little change to the plan, this is an opportunity to incorporate additional information and position NWHU better as we navigate modernization.

<p>Motion / Resolution: # 90-2021 CARRIED</p>	<p>N. Brown S. Burns</p>
<p>WHEREAS the Board of Health for the Northwestern Health Unit is required under the Ontario Public Health Standards to have a strategic plan that establishes priorities over 3 to 5 years;</p> <p>AND WHEREAS the Board of Health provides oversight to the Strategic Planning process through a committee of the Board;</p> <p>AND WHEREAS the current strategic plan is expiring,</p> <p>THEREFORE be it resolved that the Board of Health for the Northwestern Health Unit will engage in a strategic planning process to include the formation of an Ad Hoc Committee and the engagement of a third party facilitator,</p>	

<p>AND FURTHER that the following members be appointed to the Ad Hoc Committee for 2021-22:</p> <ul style="list-style-type: none"> • Wendy Brunetta • Shayne MacKinnon • Trudy Sachowski 	
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<p>Motion / Resolution: # 91-2021 APPROVED</p>	<p>S. MacKinnon J. Belluz</p>
<p>THAT the Board of Health receive the following Corporate Administration reports:</p> <ul style="list-style-type: none"> • 2021.09.24-8.1 CEO & Finance Report • 2021.09.24-8.4 NWHU Recovery Plan • 2021.09.24-8.5 NWHU Strategic Plan 	

9. IN CAMERA

<p>Motion / Resolution: # 92-2021 CARRIED</p>	<p>S. MacKinnon J. Belluz</p>
<p>THAT the Board of Health moves to an in-camera session at 10:42am to discuss:</p> <ul style="list-style-type: none"> - Personnel Matters (MOH Performance Appraisal) 	

<p>Motion / Resolution: # 93 -2021 CARRIED</p>	<p>S. Smith J. O’Leary</p>
<p>THAT the Board of Health move out of in-camera at 10:56am and resume the regular meeting.</p>	

<p>Motion / Resolution: # 94-2021 CARRIED</p>	<p>W. Brunetta J. O’Leary</p>
<p>THAT the Board of Health approve a Performance Appraisal process for the Medical Officer of Health that is different from the existing framework, is driven by the Board and facilitated by a third party.</p> <p>AND FURTHER that the Board of Health engage Trendline Consulting to facilitate the Performance Appraisal for the Medical Officer of Health in consultation with the Board Chair and Vice Chair.</p>	

10. PUBLIC HEALTH PROGRAMS

10.1 Medical Officer of Health Update *Dr. Young Hoon, Medical Officer of Health.*
Reference #2021.09.24-10.1 The Report will be kept on file

Dr. Young Hoon shared a presentation to augment her written report, related to vaccine policies, and proof of vaccination policies in Ontario. The Board deliberated some of the implications to these policies, such as coaches of youth sports not being required to be vaccinated and provided feedback to the Medical Officer of Health related to regional policies.

There was consensus that if there is something implemented, it should be across the NWHU catchment area.

Motion / Resolution: # 95-2021 CARRIED	S. MacKinnon W. Brunetta
THAT the Board of Health receive the following Public Health Program reports: <ul style="list-style-type: none"> • 2021.09.24-10.1 Medical Officer of Health Update 	

11. **AMENDMENTS:** None.

12. **NEXT MEETING DATE**

- Friday, October 22, 2021 via Teams

13. **ADJOURNMENT**


The Chair accepted a motion to adjourn the meeting at 12:19pm.

Motion / Resolution: # 96-2021 CARRIED	J. Belluz S. Burns
THAT the Board of Health Meeting be adjourned at 12:05pm.	

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS²²..... DAY OFOctober.....2021



MEETING CHAIR, BOARD OF HEALTH



RECORDING SECRETARY