



**Northwestern
Health Unit**

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

MINUTES of the Regular Board of Health Meeting
November 26, 2021
Electronic Meeting

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

IN ATTENDANCE:

Marilyn Herbacz, CEO
Kit Young Hoon, MOH
Lindsay Koch

GUESTS: Marilyn Owsten – Trendline Consulting

REGRETS: Nicole Brown

ABSENT:

1. CALL TO ORDER

Doug Lawrance called the meeting to order at 8:33am.

2. APPROVAL OF AGENDA

Motion / Resolution: # 105-2021 CARRIED	S. Smith J. O’Leary
THAT the Agenda for the Board of Health meeting dated November 26, 2021 be approved.	

3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None declared.

4. CHAIR’S ACTIVITY REPORT

Doug Lawrance shared his work related to the BOH this month, including participating in the alpha Fall Symposium, selection of the consultant for the NWHU Strategic Plan, Meetings to prepare for the Kenora District Municipal Association presentation in January, and attending a BOH Executive Committee meeting.

5. MINUTES OF BOARD OF HEALTH MEETING, OCTOBER 22, 2021

Motion / Resolution: # 106-2021 CARRIED	T. Sachowski S. MacKinnon
THAT the Minutes of the Northwestern Health Unit Board of Health meeting held October 22, 2021 be approved.	

6. IN CAMERA

Motion / Resolution: # 107-2021 CARRIED	S.MacKinnon S.Smith
<p>THAT the Board of Health moves to an in-camera session at 8:37am to discuss:</p> <ul style="list-style-type: none"> Labour Relations or Employee Negotiations – 3 items: MOH Performance Appraisal; Annual Staff Increase; 2022 Management Overtime) 	

Marilyn Herbacz, Kit Young Hoon, and Lindsay Koch left the meeting at 8:37am and returned at 9:44am.

Jim Belluz joined the meeting at 8:42am

Wendy Brunetta joined the meeting at 8:56am

Motion / Resolution: # 108 -2021 CARRIED	J. O’Leary S. Burns
THAT the Board of Health move out of in-camera at 10:04am to resume the regular meeting.	

Motion / Resolution: # 109-2021 CARRIED	W. Brunetta J. O’Leary
THAT the Board of Health approve a 1.5% salary increase for all non-union staff effective January 1, 2022.	

Motion / Resolution: # 110-2021 CARRIED	T. Sachowski S. MacKinnon
<p>THAT the Board of Health approve overtime pay for Northwestern Health Unit Management as related to the COVID-19 pandemic response</p> <p>AND FURTHER THAT the Board of Health authorizes the CEO to make appropriate changes to the Overtime Policy and Procedure to reflect the authorization of overtime pay during a Public Health Emergency and/or Pandemic, and for 2022, as NWHU management works on recovery and backlog that are as a result of the pandemic, overtime will be paid at one time the rate of pay to a maximum determined by Board of Health resolution.</p>	

7. aPHa UPDATES

6.1 aPHa Report

Trudy Sachowski shared her thanks to those members who participated in the Fall Symposium on November 19, 2021. The Winter Symposium is slated to be held February 25, 2022.

Trudy will be participating on a panel related to health in the north at an upcoming ROMA conference.

Motion / Resolution: # 111-2021 CARRIED	S. MacKinnon S. Smith
THAT the November 2021 alPHa Report be received.	

8. EXECUTIVE COMMITTEE REPORT

Sharon Smith shared a verbal update of the Executive Committee meeting held November 22, 2021, where the committee reviewed the 2021 Budget report and recommended its approval at the Board of Health meeting.

The committee also spoke about the current media coverage related to the Needle Exchange Program.

Motion / Resolution: # 112-2021 CARRIED	T. Sachowski S. Burns
THAT the Board of Health receive the verbal report of the Executive Committee meeting held November 22, 2021	

9. CORPORATE ADMINISTRATION

9.1 CEO & Finance Report *Marilyn Herbacz, CEO. Reference #2021.11.26-9.1 The report will be kept on file.*

Marilyn Herbacz provided a brief overview of her written report and shared her appreciation for the Board’s willingness to engage in meaningful discussions related to the work of the health unit.

9.2 2022 NWHU Budget *Marilyn Herbacz, CEO. Reference #2021.11.26-9.2. The report will be kept on file.*

Marilyn Herbacz reviewed the 2021 Budget report, which details how Northwestern Health Unit is funded, and breaks down the request for the 2022 Ministry of Health budget. For the last number of years, the budget request to the Ministry has remained the same. For 2022, NWHU is requesting a 2% increase for Mandatory Cost-Shared Programs.

Of note, the Ministry of Health has already approved Municipal Mitigation Funding for 2022 in the amount of \$872,800 for NWHU.

9.3 2022 Municipal Levy

For the first time in several years, NWHU will be increasing the Municipal Levy by 1%. Communication about the increase will be developed and shared with municipalities.

9.4 MOH & CEO Annual Attestation Report *Marilyn Herbacz, CEO. Reference #2021.11.26-9.4 The report will be kept on file.*

9.5 Public Health Report Card *Marilyn Herbacz, CEO*

The 2020 Public Health Report Card is complete and has been reviewed by NWHU’s auditor. Upon Board of Health approval, the final version will be distributed to partners and shared on NWHU’s website and social media channels.

Motion / Resolution: # 113-2021 APPROVED	J. Belluz S. Burns
THAT the Board of Health receive the following Corporate Administration reports: <ul style="list-style-type: none"> • 2021.11.26-9.1 CEO & Finance Report • 2021.11.26-9.4 MOH & CEO Annual Attestation Report 	
Motion / Resolution: # 114-2021 APPROVED	T. Sachowski W. Brunetta
THAT the Board of Health receive the 2021 Budget report and approve the 2022 Ministry of Health budget request.	
Motion / Resolution: # 115-2021 APPROVED	J. O’Leary W. Brunetta
THAT the Board of Health increase the Municipal Levy 1% for a total of \$2,488,743 for 2022.	
Motion / Resolution: # 116-2021 APPROVED	S. MacKinnon S. Smith
THAT the Board of approve the 2020 Public Health Report Card.	

10. PUBLIC HEALTH PROGRAMS

10.1 Medical Officer of Health Update *Dr. Young Hoon, Medical Officer of Health. Reference #2021.11.26-10.1 The report will be kept on file.*

Dr. Young Hoon shared a presentation related to COVID-19 case numbers locally and across all Northern Health Units. It was also highlighted that the Ministry of Health has shifted to reporting vaccination rates using Stats Canada 2020 census data, which shows an increase in NWHU’s coverage rates based on the new denominator. This number will shift once more when reporting is based on the population 5+ as 5-11 year-olds begin to be vaccinated.

10.2 Food Insecurity: Recommendations for Action *Dr. Young Hoon, Medical Officer of Health on behalf of Julie Slack, Acting Manager – CDP. Reference #2021.11.26-10.2 The report will be kept on file.*

After lengthy discussion about the role of the Board of Health in advocacy, it was agreed that the proposed resolution associated with this report will be deferred to a future meeting of the Board, after additional information has been made available.

10.3 Annual Risk Management Update *Dr. Young Hoon, Medical Officer of Health on behalf of Alex Berry, Manager – Foundations Services. Reference #2021.11.26-10.3 The Presentation will be kept on file.*

10.4 Impact of COVID-19 on Public Health Programming *Dr. Young Hoon, Medical Officer of Health. Reference #2021.11.26-10.1 The Presentation will be kept on file.*

Dr. Young Hoon explained that this report can be used to help facilitate conversations with municipalities and the Province. It was noted that alPHa is also working to create a document to engage politicians in the upcoming provincial and municipal elections.

The report will be finalized in December in preparation for use in January at Municipal Association meetings.

Motion / Resolution: # 117-2021 CARRIED	W. Brunetta S. Burns
THAT the Board of Health receive the following Public Health Program reports: <ul style="list-style-type: none"> • 2021.11.26-10.1 Medical Officer of Health Update • 2021.11.26-10.2 Food Insecurity: Recommendations for Action • 2021.11.26-10.3 Annual Risk Management Report • 2021.11.26-10.4 Impact of COVID-19 on Public Health Programs 	

11. BOH ELECTIONS & NOMINATING BOARD MEMBER
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Given that the Board meets electronically as a result of the pandemic, the Board agreed that a shift in the process for the election is warranted, and appropriate changes will be made to the constitution when it is opened for review in 2022.

Motion / Resolution: # 118-2021 CARRIED	J. O’Leary J. Belluz
THAT the Board of Health appoints Wendy Brunetta as the Nominating Board member for the 2022 Board of Health election.	

Motion / Resolution: # 119-2021 CARRIED	W. Brunetta S. Burns
THAT the Board of Health approve the shift to an electronic survey in place of interviews for the 2022 Election of Officers.	

12. DISTRICT MUNICIPAL ASSOCIATION MEETINGS

NWHU will partner with KDSB and RRDSSAB for the upcoming KDMA and RRDMA meetings.

At KDMA, NWHU will have 30 minutes to present on its own, and 30 minutes to share with KDSB. Details are still being worked out with RRDSSAB.

Proposed topics for presentations include: NWHU COVID-19 Impacts to Public Health, Harm Reduction, Relationship with Municipalities, Recovery Planning.

13. 2022 MEETINGS: PROPOSED DATES & VENUE

Members expressed their preference to meet in person where possible. It was agreed that the frequency of in person meetings will be reviewed at the May Board of Health meeting based on the state of the COVID-19 pandemic and response.

Changes to the proposed schedule include a May in person meeting rather than April, and from February 25th to the 18th to accommodate the aPHa Winter Symposium.

Motion / Resolution: # 104-2021 CARRIED	S. Smith S. MacKinnon
THAT the Board of Health approve the proposed meeting schedule for 2022 as amended.	

14. AMENDMENTS: None.

15. NEXT MEETING DATE

- Friday, January 21; 8:30am via Teams

16. ADJOURNMENT


The Chair accepted a motion to adjourn the meeting at 1:07pm.

Motion / Resolution: # 104-2021 CARRIED	S. Burns W. Brunetta
THAT the Board of Health Meeting be adjourned at 1:07pm.	

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS²¹..... DAY OF January2022



MEETING CHAIR, BOARD OF HEALTH



RECORDING SECRETARY