



**Northwestern
Health Unit**

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

MINUTES of the Regular Board of Health Meeting
June 23, 2023
Electronic Meeting

PRESENT: Doug Lawrance, Trudy Sachowski, Janelle Zacharias, Wendy Brunetta
Bekkie Vineberg, Jamie Kristoff, Bob Bernie, Nicole Brown

IN ATTENDANCE:

Marilyn Herbacz, CEO
Kit Young Hoon, MOH
Lindsay Koch

GUESTS:

REGRETS:

ABSENT: Kaitlyn Cottam

1. CALL TO ORDER

Doug Lawrance called the meeting to order at 8:30am

2. APPROVAL OF AGENDA

Motion / Resolution: # 50-2023 CARRIED	N. Brown W. Brunetta
THAT the Agenda for the Board of Health meeting dated June 23, 2023 be approved as amended.	

3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None declared.

4. CHAIR'S ACTIVITY REPORT

Doug Lawrance attended the BOH Executive Committee Meetings and the alpha Conference on behalf of NWHU, in addition to attending the AMO Health Transformation Task Force as part of his municipal work.

5. MINUTES OF BOARD OF HEALTH MEETING, MAY 26, 2023

Motion / Resolution: # 51-2023 CARRIED	T. Sachowski B. Vineberg
THAT the Minutes of the Northwestern Health Unit Board of Health meeting held May 26, 2023 be approved as written.	

6. IN CAMERA

Motion / Resolution: # 52-2023 CARRIED	J. Zacharias J. Kristoff
<p>THAT pursuant to section 239 of the <i>Municipal Act</i>, the Board of Health move to an in-camera session at 8:35am to discuss:</p> <ul style="list-style-type: none"> • Education / Orientation for Board Members (1 item: OHT Orientation) 	

Motion / Resolution: # 53-2023 CARRIED	B. Vineberg J. Zacharias
<p>THAT the Board of Health move out of in-camera and resume the regular meeting at 10:01am</p>	

7. EXECUTIVE COMMITTEE UPDATES – Special meeting held June 7, 2023 and Regular meeting held June 20, 2023

Committee Chair, Wendy Brunetta provided an overview of the two meetings held, including a special meeting held to deliberate delegation requests to Ministers at the Association of Municipalities of Ontario (AMO) Conference in August, 2023.

8. aIPHa UPDATES

Trudy provided a verbal update to her written reports, including sharing her participation in a meeting with Premier Ford as part of her aIPHa work, at which she inquired about Public Health funding and shared the importance of public health units remaining local. Additionally, the Premier indicated that announcements may be made at or in advance of the AMO Conference.

Trudy reported back from the aIPHa conference that the event was a success and that she has been acclaimed as NorthWest rep on the aIPHa Board for the next two years. Trudy will act this year as Past President and seek the role of Treasurer in the year following.

Trudy also attended the AMO Health Transformation Task Force meeting, at which many public health players participate. It is expected that the work of this committee will be quite influential. A public health funding infographic is forthcoming.

Motion / Resolution: # 54-2023 CARRIED	W. Brunetta B. Vineberg
<p>THAT the June 2023 aIPHa Update be received.</p>	

9. CORPORATE ADMINISTRATION

9.1 CEO & Finance Report *Marilyn Herbacz, CEO. Reference #2023.06.23-9.1; the report will be kept on file.*

Marilyn provided a verbal overview of her written report and spoke to the process for gap dollars which are monies budgeted largely for salaries and travel that accumulate based on vacancies and limited travel and mileage within the current year.

9.2 Public Health Mitigation Funding & Accumulated Surplus: Current & Reserve Fund Policy *Marilyn Herbacz, CEO. Reference #2023.06.23-9.2; the report will be kept on file.*

Per Marilyn’s written report, NWHU is in a surplus position and would, under current policy pass a Board of Health resolution to rebate the surplus (outside of a percentage allocated to reserves) back to municipalities.

Given the current landscape in which the Province has indicated that public health mitigation funding would not continue into 2024, the Board discussed whether it should retain the surplus to be applied to the municipal levy to ease the impact to municipalities over a span of either two or three years.

At this time, the Board was in support approving the revised policy that would allow for retention of the additional surplus, but opted to wait on deciding whether or not to rebate or retain in 2023, pending expended announcements at or around the AMO conference.

9.3 Management Structure Project Update *Marilyn Herbacz, CEO. Verbal Update*

Marilyn provided a brief update on the project to date, which was started in 2022 with MNP brought in as a consultant. The goal of the project is to ensure the stability of the organization, identify strengths and opportunities to improve as related to leadership capacity. Important to note that any proposed changes to the organization would not include a change to the dual-leadership model (MOH and CEO as separate positions).

Meetings and consultations with the whole management team have been completed and a draft report has been made available to the MOH and CEO with proposed options, rather than a specific recommendation, for consideration. Deliberation over the options will take place in the coming weeks and will consider funding agreements, OPHS, job structure, and simplicity in addition to budgetary impacts. Proposed options include the addition of an Associate Medical Officer of Health (AMOH) or the (re)addition of a director level to the organization – one for Health Promotion, and one for Health Protection. Each option has its merits.

9.4 2022 Annual Report *Marilyn Herbacz, CEO. Reference #2023.06.23-9.4; the report will be kept on file.*

<p>Motion / Resolution: # 55-2023 CARRIED</p>	<p>B. Bernie J. Zacharias</p>
<p>THAT the following Corporate Administration Reports be received:</p> <ul style="list-style-type: none"> - 2023.06.23-9.1 CEO & Finance Report - 2023.06.23-9.2 Management Structure Project Update - 2023.06.23-9.4 2022 Annual Report 	

Motion / Resolution: # 56-2023 CARRIED	B. Vineberg W. Brunetta
THAT the Board of Health approve the <i>Accumulated Surplus: Current and Reserve Fund Policy</i> as revised.	

Motion / Resolution: # 57-2023 CARRIED	B. Vineberg J. Zacharias
THAT the 2022 Northwestern Health Unit Annual Report be approved as presented.	

10. AMO DELEGATION REQUESTS

For the first time, Northwestern Health Unit has submitted delegation requests to Ministers as part of the AMO Conference in August. Requests were submitted for:

1. Public Health Funding and the Impacts to Municipalities – Ministry of Health
2. Food Insecurity and School Food Programs – Ministry of Children, Community, and Social Services
3. Healthy Babies, Healthy Children Funding – Ministry of Children, Community, and Social Services

11. PUBLIC HEALTH PROGRAMS

11.1 Medical Officer of Health Update *Dr. Kit Young Hoon, Medical Officer of Health. Reference #2023.06.23-11.1; the Report will be kept on file.*

Dr. Young Hoon acknowledged the work and dedication of Gillian Lunny, Manager of Sexual Health and Harm Reduction, who has tendered her resignation. Gillian’s leadership brought many important programs and initiatives into the organization and her contributions to the organization are lasting and many. She is wished the very best in her next chapter.

11.2 Vaccine Preventable Diseases Program Report *Dr. Kit Young Hoon, Medical Officer of Health. Reference #2023.06.23-11.2; the Report will be kept on file.*

11.3 Dental Health Program Report *Dr. Kit Young Hoon, Medical Officer of Health. Reference #2023.06.23-11.3; the Report will be kept on file.*

A supplementary report, NWHU’s Green Door Project Report was shared with the Board and will be shared more broadly in the coming weeks.

Motion / Resolution: # 59-2023 CARRIED	B. Vineberg J. Zacharias
THAT the following Public Health Program Reports be received: <ul style="list-style-type: none"> • 2023.06.23-11.1 Medical Officer of Health Update • 2023.06.23-11.2 Vaccine Preventable Diseases Program • 2023.06.23-11.3 Dental Health Program Report 	

12. **AMENDMENTS:** None.

13. **NEXT MEETING DATE**

August 18, 2023 at 8:30am - Virtual

14. **ADJOURNMENT**

The Chair accepted a motion to adjourn the meeting at 12:03pm

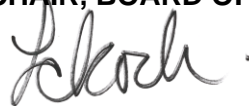
BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS18..... DAY OFAUGUST.....2023



MEETING CHAIR, BOARD OF HEALTH



RECORDER