

**Windsor-Essex County Board of Health
Regular Board Meeting Minutes
March 23, 2017 @ 4:00 p.m.
1005 Ouellette Avenue, Room 1A
Windsor, ON**

Board Members Present:

Mr. Gary McNamara, Chair
Mr. Joe Bachetti
Ms. Eleanor Groh
Dr. Carlin Miller
Mr. Hilary Payne
Mr. John Scott

Mr. Mark Carrick, Treasurer
Mr. Paul Borrelli
Mr. Bill Marra
Mr. Rob Modestino
Mr. Gordon Queen
Mr. Ed Sleiman

Board Member Regrets:

Dr. Ken Blanchette, Vice-Chair
Ms. Michelle Watters

Mr. Richard Meloche

Administration Present:

Dr. Gary Kirk, Board Secretary
Ms. Nicole Dupuis
Ms. Theresa Marentette
Dan Sibley

Dr. Wajid Ahmed
Ms. Lorie Gregg
Ms. Kristy McBeth
Ms. Lee Anne Damphouse

Gary McNamara noted that this is Eleanor Groh's last meeting as a WECHU Board of Health member and thanked her for serving her term with professionalism and compassion. Rob Modestino's term will also expire in June of this year and he, too, was thanked for his years of service. Together, Eleanor's and Rob's commitment to public health as provincial appointees amounts to 19 years of service.

Dr. Gary Kirk thanked both Eleanor and Rob for their mentorship, care and compassion to public health, and the board members and Senior Management Team thanked them for their experience, expertise and commitment to the community. Plaques were presented to both in honour of their service and dedication.

Eleanor Groh left the meeting at 4:19 pm

1.0 Call to Order

The Chair called the meeting to order at 4:00 p.m.

2.0 Announcements of Conflict of Interest

None declared.

3.0 Agenda Approval

The agenda was approved, and quorum was officially met.

It was moved

That the agenda be approved.

CARRIED

4.0 Approval of Minutes

4.1 Regular Board Meeting: February 16, 2017

4.2 Audit Committee Meeting: May 30, 2016

It was moved

That the meeting minutes presented be approved.

CARRIED

5.0 Presentations:

5.1 *Nutrition Month and Take Charge*. Eric Nadalin, WECHU Manager, Chronic Disease and Injury Prevention (CDIP) introduced WECHU registered dietitians Mariel Munoz-Tayraco, Heather Nadon, Elizabeth Strachan, Scholastica Madu and Alicia Chan. March is National Nutrition Month and the Theme is: *"Take the Fight out of Food"*.

Dieticians Mariel Munoz-Tayraco and Heather Nadon presented the following:

- a) The **Sliced** competition took place on Saturday, March 18, 2017 at Devonshire Mall. This community cooking competition (cooking healthy foods from scratch) has taken place for the last 4 years and is well attended by the community. The competition consisted of 3 teams: EMS, Windsor Police and the Coast Guard (EMS won the competition). Meals were judged by 3 celebrity judges and WECHU Health Inspectors were also in attendance to promote food safety.
- b) **AM800 Healthy Living Segment** is live on air every Tuesday at 4:20 pm. WECHU's registered dieticians discuss health topics, promote nutrition and have challenges for the community.
- c) **Take Charge**, in partnership with Healthy Kids Community Challenge, is a local program that encourages and supports Windsor-Essex County residents to eat healthy whether at work, school, daycare, or out in the community. The Take Charge program is helping our community to provide better access to nutrition education, and healthy food and beverage options.

Paul Borrelli arrived 4:32 pm

6.0 Consent Agenda

It was moved

That the reports listed on the Consent Agenda as Items 6a) to 6d) be received for information.

CARRIED

7.0 Reports and Questions - None

8.0 Business Arising – None

9.0 Media Coverage – Circulated

10.0 Board Correspondence – Circulated

11.0 New Business

11.1 Program Based Grants (Lorie Gregg)

L. Gregg presented the Resolution for the 2017 Program Based Grants (Cost Shared and 1x Business Cases) for Board approval and submission to the Ministry.

Administration clarified that the approval of the 2017 Program Based Grants submission does not increase municipal contributions.

It was moved:

That the Windsor-Essex County Board of Health approve the 2017 Program Based Grant submission as follows:

2017 Cost Shared Budget	\$19,127,835
1X Requests – cost shared	nil
Vector Borne Diseases – cost – shared	128,800
1X 100% requests	1,081,264
Smoke Free Ontario Strategy (100%)	666,244
Food Safety (100%)	101,000
Safe Water (100%)	97,500
Other 100% Programs	<u>2,454,841</u>
For a total request of	<u>\$23,657,484</u>

CARRIED

11.2 Code of Conduct (Dan Sibley)

Administration presented the revised WECHU Code of Conduct to comply with requirements for our Accreditation process and to align with our Strategic Plan. This process is renewed annually.

It was moved

That the Board approve the updated WECHU Code of Conduct

CARRIED

11.3 2016 WECHU Board of Health Self-Evaluation Summary (Kristy McBeth)

Administration presented the Board Self-Evaluation summary and noted various highlights under both the Qualitative and Quantitative sections, specifically:

- Board structure
- Decision-making responsibilities
- Relationships
- Board Planning
- Board Strength and Focus
- Educational Opportunities
- Linking the Board to our Strategic Plan

Going forward Board Self-Evaluations will be more competency-based, and note our strengths to more effectively develop our Board structure. Overall, responses were positive and all Board members completed the self-evaluation.

It was moved

That the Board receive

CARRIED

11.4 Project Governance Committee Update (Hand-out) (Gary Kirk)

Administration provided the Project Governance Committee's current Progress Report and noted that the committee is close to securing the Project Manager. The Progress Report shows we are a bit behind schedule, but we do not believe this to be a problem moving forward. We are slightly off budget, but are awaiting potential funding from the Ministry for Capital Projects.

It was moved

That the Board receive

CARRIED

11.5 Modernized Standards for Public Health Programs and Services (Gary Kirk)

Administration is responding to a request by the Ministry for consultation and feedback on the upcoming changes to the Standards for Public Health Programs and Services. All health units, including WECHU, adhere to the Ontario Public Health Standards, and changes to these standards will impact how we work our programs and use our resources. The last minor change to these standards was in 2012; the last major revision was in 2008. The current changes are considered to be a major revision.

The Ministry is inviting Boards of Health to comment on the "implementation" of the standards (not the content) at consultation meetings in various public health units across the province. Elgin-St. Thomas Public Health will host a consultation meeting for the South West Region on Friday, March 24, and certain members of SMT and Board Chair, Gary McNamara, will be attending.

The purpose of this meeting is to provide the opportunity to seek clarification and context on the draft standards, and to solicit input on anticipated operational considerations, as well as implementation requirements, change management tools, and supports that may be beneficial to public health units.

Comments are due to the Ministry by April 21. These comments will be shared around the time of the April Board of Health meeting.

It was moved

That the Board receive

CARRIED

11.6 Board of Health Meeting Locations (Gary Kirk)

The next regular Board of Health meeting will take place at the Essex Civic Centre on April 20 at 4:00 pm, then in Windsor on May 18. Board meetings will take place in rotation in Windsor and Essex with the exception of one meeting in the fall which will be held at the health unit's Leamington location, 33 Princess Street.

CARRIED

12.0 Board of Health Resolutions/Letters (Theresa Marentette)

12.1 Wellington-Dufferin-Guelph County Health Unit – *Enactment of Legislation to Enforce Infection Prevention and Control Practice within Personal Service Settings (PSS) under the Health Protection and Promotion Act (HPPA)* – Recommendation to the Board of Health to endorse a letter to Premier Kathleen Wynn from Wellington-Dufferin-Guelph Health Unit to support the creation of Regulations for Personal Service Settings (PSS).

It was moved

That the Board support

CARRIED

13.0 Committee of the Whole (CLOSED SESSION) in accordance with Section 239 of the Municipal Act

It was moved

That the Board move into Committee of the Whole at 5:09 p.m.

CARRIED

It was moved

That the Board move out of Committee of the Whole at 5:11 p.m.

CARRIED

14.0 Next Meeting: At the Call of the Chair or: April 20, 2017 @ 4 p.m., Essex Civic Centre

15.0 Adjournment

The meeting adjourned at 5:12 p.m.

RECORDING SECRETARY:

SUBMITTED BY:

Medical Officer of Health and CEO
Board Secretary

APPROVED BY:

Chairperson