

Windsor-Essex County Board of Health
Regular Board Meeting Minutes
November 16, 2017 – 4:00 pm
Essex Civic Centre, Room C
Essex, ON

Board Members Present:

Mr. Gary McNamara, Chair
Mr. Bill Marra
Dr. Carlin Miller
Mr. Gordon Queen
Mr. Ed Sleiman

Mr. Paul Borrelli
Mr. Richard Meloche (until 4:30 pm)
Mr. Hilary Payne
Mr. John Scott
Ms. Michelle Watters

Board Member Regrets:

Mr. Mark Carrick, Treasurer
Mr. Joe Bachetti

Dr. Ken Blanchette, Vice-Chair

Administration Present:

Dr. Wajid Ahmed
Ms. Lorie Gregg
Mr. Dan Sibley

Ms. Nicole Dupuis
Ms. Kristy McBeth
Ms. Lee Anne Damphouse

Administration Regrets:

Ms. Theresa Marentette, Board Secretary

1.0 Call to Order

With quorum officially met, Board Chair, Gary McNamara, 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.

It was moved

That the agenda be approved.

CARRIED

4.0 Approval of Minutes

4.1 Regular Board Meeting: October 19, 2017

It was moved

That the meeting minutes presented be approved.

CARRIED

5.0 Presentations

5.1 Windsor-Essex County Health Unit – Recipient of the Bright Lights Award from the Association of Family Health Teams of Ontario – (N. Dupuis)

N. Dupuis presented WECHU's Bright Lights Award plaque to Board Chair, G. McNamara and introduced various staff instrumental in this achievement. The WECHU was the only public health unit nominated for, and the recipient of, an award at this event.

G. McNamara noted the WECHU is a driving force within the community, the region and across the province. On behalf of the Board of Health, he sincerely thanked staff for their efforts and congratulated them on this accomplishment.

5.2 Opioid Forums held in Windsor and Leamington (Dr. W. Ahmed)

Dr. W. Ahmed provided an update on the Opioid forums recently held in Windsor and Leamington. Discussions took place on real issues with strong feedback from attendees with first hand experiences.

The Windsor-Essex Community Opioid Strategy has adopted a Four Pillar structural model which will be used as the basis for a comprehensive community approach:

- 1) Prevention and Education
- 2) Harm Reduction
- 3) Treatment and Recovery
- 4) Enforcement and Justice

Information from the forums will be gathered and a final strategy will be released in January 2018. The information strategy will be shared with the community, but will just be the first step in this initiative.

Opioid addiction is increasing with opioid and fentanyl related deaths surpassing motor vehicle accidents. Opioids are generally prescribed for chronic pain and that is why they exist. Hopefully our strategies will change how we deal with pain management, i.e. physical therapy and other treatments for pain without the use of opioids.

Board Member Bill Marra noted that there are many other issues that fall outside the scope of health units, but treatment is key. Resources are starting to flow in, but it is still at the starting point. Collaboration with various agencies is critical to help eliminate the overlap of funding

It was moved

That the presentations be received for information.

CARRIED

6.0 Consent Agenda

The Board recognized WECHU's Naloxone Distribution Program and the role that the health unit is taking.

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

8.1 Board of Health 2017 Competency Based Self-Evaluation Report (K. McBeth)

The purpose of the Board of Health Competency Based Survey is to identify the strengths of the Board and opportunities for training and support. (Administration introduced WECHU staff member, Ashley Kirby, who played a pivotal role in the survey).

The 12 competencies and related questions are based on the Ontario Public Health Standards, Board of Health By-laws, and the alPHa Board of Health Governance Toolkit. The Board is required to conduct a self-evaluation survey annually.

Two to four questions were asked for each of the 12 competency and average scores were created for each. Satisfactory range notes that Board members have the necessary competencies to successfully complete tasks related to the topic, but assistance from an expert may be required at times. Optimal range notes that Board members, on average, are able to function most effectively and are able to perform to these competencies without expert assistance.

Administration presented the results of the report and noted the following:

- 100% Board participation in the Self-Evaluation
- Time served on the Board of Health ranged from 2 to 19 years with an average of 5.5 years
- 9 out of 12 competencies sat between the Satisfactory and Optimal ranges
- Leadership and Governance, in the Optimal range, was the strongest skill set
- The lowest, at 53%, is the makeup of Diversity (need to recruit more women and visible minorities – Chair, G. McNamara noted that the province is leaning toward more diversity – since 50% of BOH members are Provincial appointees, this is something we need to look at based on the needs of our community)

The following suggestions were made to support Board decision making:

- Additional training and support to move the Board of Health into the Satisfactory range in areas of:
 - Public Health Programs and Services
 - Health Equity
 - Legal Responsibilities
- Formal orientation of new Board of Health members to public health programs and services
- Integrate Strategic Plan and priorities into board decision making
- Report on the monitoring of the Strategic Plan's process
- Continue with topical presentations and Board of Health Summer Education Sessions, since they have proven effective
- Incorporate Best Practices from other health units

Individual competency reports can be sent to each member and will not be shared. Board members can request their individual report from K. McBeth.

It was moved

That the Report presented be received.

CARRIED

8.2 Baby Friendly Initiative “BFI” Assessment – for Board of Health Members (N. Dupuis)
Administration reminded Board members of the upcoming BFI assessment scheduled for Nov 21-23. Three assessors will be on-site and randomly interviewing staff at each health unit location in Windsor, Leamington and Essex. Board of Health members will be selected and randomly contacted. Board members completed a BFI on-line training module and were provided information to take with them on the initiative.

8.3 Staff Appreciation (D. Sibley)

Administration provided information on the WECHU Staff Appreciation Event scheduled for Friday, December 1, 2017. The event will take place at the Caboto Club, 2175 Parent Avenue, and signs will direct attendees to the appropriate room. The event runs from 9:00 am to 12:00 pm. Doors open at 8:30 am with a Meat Smart Breakfast served at 9:00 am. The Guest Speaker is Marie DeBoyrie from the Workplace Safety Group. Board members are invited, and welcome, to attend.

9.0 Media Coverage – Circulated

10.0 Board Correspondence – Circulated

11.0 New Business – (*Addition to the Agenda*)

11.1 2017 Budget (L. Gregg)

Administration provided a brief update on the budget. WECHU received 2017 budget approval this week from the Ministry. In regard to the cost share program (75/25), we did not receive an increase from 2016. Work will need to be done to see what the impact will be on 2018.

This will be presented at the December JBEC meeting and ultimately brought to the December Board meeting. Administration would like to defer the 2018 Budget until the January Board meeting.

CARRIED

12.0 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 5:02 pm

CARRIED

It was moved

That the Board move out of Committee of the Whole at 5:05 pm

CARRIED

13.0 Next Meeting: At the Call of the Chair or December 21, 2017 @ 4:00 pm in Windsor

14.0 Adjournment

The meeting adjourned at 5:10 pm

RECORDING SECRETARY:

SUBMITTED BY:

APPROVED BY:

Acting Medical Officer of Health, *for the*
Acting CEO, Director of Health Protection
and Chief Nursing Officer, Board Secretary

Chairperson