

**Board of Health for the
Peterborough County-City Health Unit
Minutes
Wednesday, January 9, 2013
(Council Chambers, County Court House
County of Peterborough, 470 Water Street)**

Present:

Board Members: Mr. David Watton, Chair
Councillor Andrew Beamer
Councillor Henry Clarke
Mr. Jim Embrey
Mayor John Fallis
Mr. Paul Jobe
Councillor Lesley Parnell
Mayor Mary Smith
Chief Phyllis Williams

Regrets: Deputy Mayor Andy Sharpe

Staff: Mrs. Brittany Cadence, Supervisor, Communications Services
Ms. Karen Chomniak, Manager, Family Health
Mrs. Sharon Hele, Registered Nurse
Mrs. Barbara Matwey, Administrative Assistant, Recorder
Dr. Rosana Pellizzari, Medical Officer of Health
Mr. Larry Stinson, Director, Public Health Programs
Mrs. Alida Tanna, Administrative Assistant
Ms. Sarah Tanner, Supervisor, Oral Health Program
Mr. Brent Woodford, Director, Corporate Services

1. Call to Order

1.1 Welcome and Introductions

Dr. Pellizzari welcomed members back to the first meeting of the Board of Health for 2013.

1.2 Proceedings at Meetings

In accordance with Board of Health By-Law #3, Calling of and Proceedings at Meetings, Dr. Pellizzari called the meeting to order at 4:50 p.m.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Elections

3.1 Chairperson

Prior to calling for nominations for the position of Chairperson of the Board of Health for 2013, Dr. Pellizzari recognized outgoing Chairperson, Deputy Mayor Sharpe for his leadership and assistance during 2011 and 2012.

Dr. Pellizzari called for nominations from the floor for the position of Chairperson of the Board of Health for 2013.

Moved by
Mr. Jobe

Seconded by
Councillor Parnell

That Mr. David Watton be nominated Chairperson of the Board of Health for 2013.

-Carried – (M-13-01)

Dr. Pellizzari asked again if there were any further nominations for the position of Chairperson.

Dr. Pellizzari asked one last time if there were any further nominations for the position of Chairperson.

There being no further nominations for the position of Chairperson, Dr. Pellizzari declared nominations closed and asked Mr. Watton if he accepted the nomination. Mr. Watton agreed to let his name stand for the position of Chairperson.

Mr. Watton was acclaimed to the position of Chairperson of the Board of Health for the year 2013. He thanked Dr. Pellizzari for chairing the first part of the meeting and assumed the Chair.

3.2 Vice Chairperson

Mr. Watton called for nominations for the position of Vice-Chairperson of the Board of Health for 2013.

Moved by
Mr. Embrey

Seconded by
Mayor Smith

Chief Williams be nominated Vice-Chairperson of the Board of Health for 2013.

-Carried – (M-13-02)

Mr. Watton asked again if there were any further nominations for the position of Vice-Chairperson.

Mr. Watton asked one last time if there were any further nominations for the position of Vice-Chairperson.

There being no further nominations for the position of Vice-Chairperson, Mr. Watton declared nominations closed and asked Chief Williams if she accepted the nomination. Chief Williams agreed to let her name stand for the position of Vice-Chairperson.

Chief Williams was acclaimed to the position of Vice Chairperson of the Board of Health for the year 2013.

4. Appointments to Committees

4.1 Governance

Moved by
Councillor Clarke

Seconded by
Mayor Fallis

That the Board of Health approve the following appointments to the Governance Committee: Mayor Smith, Chief Williams, Jim Embrey

-Carried – (M-13-03)

4.2 Property:

Moved by
Mayor Fallis

Seconded by
Councillor Beamer

That the Board of Health approve the following appointments to Property Committee: Deputy Mayor Sharpe, Councillor Clarke, Councillor Parnell

-Carried – (M-13-04)

The Chairperson of the Board of Health is an ex-officio member of all Board Committees.

5. Establishment of Date and Time of Regular Meetings

Moved by
Councillor Parnell

Seconded by
Mayor Fallis

That the regular meetings for the Board of Health be held on the second Wednesday of each month (excluding July and August) starting at 4:45 p.m., or at the call of the Chairperson.

- Carried - (M-13-05)

A listing of the Board of Health meeting dates with locations for 2013 is as follows:

Location: Council Chambers, County Court House, 470 Water Street
Dates: January 9, February 13, March 13, April 10

Location: Curve Lake First Nation (*to be confirmed*)
Date: May 8

Location: Hiawatha First Nation (*to be confirmed*)
Date: June 12

Location: General Committee Room, City Hall, 500 George St. N. (*to be confirmed*)
Dates: September 11, October 9, November 13, December 11

6. Establishment of Honourarium for 2013

Moved by Councillor Clarke	Seconded by Mayor Fallis
That the Board of Health for the Peterborough County-City Health Unit:	
• Defer until the February 13, 2013 meeting.	
- Carried - (M-13-06)	

7. Confirmation of the Agenda

Moved by Councillor Parnell	Seconded by Mayor Fallis
That the agenda be approved as circulated.	
- Carried - (M-13-07)	

8. Delegations and Presentations

8.1 A Day in The Life – Travel Clinic Nurse
Sharon Hele, RN

9. Confirmation of the Minutes of the Previous Meeting

Moved by Councillor Clarke	Seconded by Mr. Jobe
That the minutes of the Board of Health meeting held on December 12, 2012 be approved.	
- Carried - (M-13-08)	

10. Business Arising From The Minutes

Nil.

11. Correspondence

Moved by

Councillor Parnell

That the following documents be received for information.

Seconded by

Mayor Smith

- Carried - (M-13-09)

1. Association of Local Public Health Agencies (alPHa) Fall 2012 Newsletter and Save the Date flyer for the 2013 Winter Symposium.
2. Letter dated November 29, 2012 from Linda Stewart, Executive Director, (alPHa) regarding a draft updated version of alPHa's Boards of Health Section Policies and Procedures.
3. Letter dated December 17, 2012 from the Hon. Deb Matthews in response to Chairman Sharpe's letter dated September 24, 2012 regarding capital funding.
4. Letter dated December 19, 2012 from the Hon. Deb Matthews regarding one-time funding for the Healthy Communities.
5. Letter dated December 21, 2012 from the Hon. Deb Matthews regarding funding to support the Smoke-Free Ontario Strategy.
6. Letter dated January 4, 2013 from Dr. Pellizzari to the Premier McGuinty, Hon. John Milloy and Hon. Deb Matthews regarding food insecurity.
7. Resolutions from other Health Units:
Haliburton, Kawartha, Pine Ridge District
 - Discretionary Benefits and Community Start-Up and Maintenance Benefits

Board members were asked to contact Alida Tanna with their interest in attending the alPHa 2013 Winter Symposium.

12. Program Reports

Nil.

13. New Business

- 13.1 Staff Report and Presentation: Healthy Babies, Healthy Children Program
Karen Chomniak, Program Manager

Ms. Chomniak provided an update on the funding received from the Ministry.

Moved by

Mr. Embrey

Seconded by

Councillor Parnell

That the Board of Health for the Peterborough County-City Health Unit approve the \$100,000 increase in base funding for one (1.0) new full-time equivalent (FTE) public health nurse (PHN) position to support the delivery of our Healthy Babies, Healthy Children (HBHC) Program.

-Carried – (M-13-10)

13.2 Presentation: Oral Health Update

Sarah Tanner, Supervisor

Ms. Tanner provided an update on the fixed and mobile dental clinics. She informed the Board that both clinics were operating within budget this year.

13.3 Staff Report: 2012 Year-End Donations

Brent Woodford, Director, Corporate Services

Moved by

Councillor Clarke

Seconded by

Mayor Fallis

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, *2012 Year-End Donations*, for information.

-Carried – (M-13-11)

13.4 Staff Report: 2012 Year-End Complaints

Presenter: Dr. Rosana Pellizzari, Medical Officer of Health

Moved by

Councillor Parnell

Seconded by

Mayor Fallis

That the Board of Health for the Peterborough County-City Health Unit receive the staff report, *2012 Year-End Complaints*, for information.

-Carried – (M-13-12)

13.5 PCCHU Organizational Chart

Dr. Rosana Pellizzari, Medical Officer of Health

A copy of the organizational chart was provided to the Board of Health.

13.6 Training Needs for the Board in 2013

Dr. Rosana Pellizzari, Medical Officer of Health

Dr. Pellizzari discussed training needs for the Board in 2013, and referenced the table of contents from the Board's orientation manual as a source for potential topics. It was noted that items addressed at alPHa conferences throughout the year could be the source of training and/or presentations to the Board.

Members attending the February 2013 were asked to be mindful of this in their report back to the Board at the March 13, 2013 meeting.

14. Committee Reports

Nil.

15. In Camera to discuss Confidential Personnel and Property Matters

Nil.

16. Date, Time, and Place of the Next Meetings

February 5, 2013, 4:00pm, Board/Management Strategic Planning Session, location to be provided. Chief Williams is unable to attend. The information will be prepared and forwarded ahead of time.

February 13, 2013, 4:45pm, Board of Health Meeting, Council Chambers, County Court House, County of Peterborough, 470 Water Street.

17. Adjournment

Moved by
Mr. Jobe

Seconded by
Councillor Clarke

That the meeting be adjourned.

- Carried – (M-13-13)

The meeting adjourned at 6:02 p.m.

Chairperson

Medical Officer of Health