

BRANT COUNTY BOARD OF HEALTH
Wednesday, June 16, 2021, 9:30 a.m., Zoom
MINUTES

PRESENT: John Bell (County), Chair
Susan Brown (Province), Vice-Chair
David Bailey (County)
Nancy Church (Province)
Kevin Davis (City)
Joy O'Donnell (Province)
John Sless (City)
Brian Van Tilborg (City)

Dr. Malcolm Lock (Interim (A) MOH)
Jo Ann Tober (CEO)
Brent Richardson (Director, HR)
Lisa DiDonato (Director, Finance)
Alexey Babayan, (Director, Foundations)
Janet Kwansah, (Director, Programs)
Lorraine Johnson (Exec. Asst.) (recorder)

ALSO PRESENT: Gerry Moniz, Manager, Chronic Disease Prevention and Injury Prevention
Michelle Regan, Manager, Clinic Services
Diane Paxton, Millards Accountants

1. CALL TO ORDER

Chair Bell called the meeting to order at 9:30 a.m.

2. CONFLICT OF INTEREST

Chair Bell reminded Members to declare a conflict of interest, if one so arises, at the time the item is discussed.

3. ADDITIONS TO AGENDA

Moved by: David Bailey
Seconded by: Brian Van Tilborg

“THAT the Board of Health approve the Agenda as presented.” Carried.

4. APPROVAL OF MINUTES

4.1 Brant County Board of Health Minutes of May 14 and May 19, 2021

Moved by: John Sless
Seconded by: Susan Brown

“THAT the Brant County Board of Health Minutes dated May 14, 2021, and May 19, 2021, be approved.” Carried.

5. FINANCIAL REPORT

5.1 Amended December 31, 2020 Audited Financial Statements Report

Lisa DiDonato presented the Amended 2020 Audited Financial Statements Report, as distributed with the agenda. The report outlined the identification of excess program funds for return to the City and County. For 2020, the Ministry of Health merged a combination of 100%-funded and cost-shared programs into one group; the new format impacted budget and reporting templates. The total of underspending did not change, just the distribution of surplus funds to sources. Although the amendment did not reach the materiality threshold, the Board will be asked to approve the amended version of the audited Financial Statements. They had not been finalized nor released to funders.

5.2 Amended 2020 Audited Financial Statements

Diane Paxton presented the Amended 2020 Audited Financial Statements, as distributed with the agenda. Diane reported that changes were made to the Statements as requested at the April Board meeting. As well, excess program funds were identified to return to municipal funders. Therefore, the audited Financial Statements were presented again to the Board for approval of the updated version. All other aspects of the Statements remained unchanged. The draft Annual Reconciliation Report (ARR) was forwarded to the Health Unit on June 15; it is due to the Ministry of

Health by June 30. Diane asked if management would leave the room to allow Board Members to talk with Millards staff without any Brant County Health Unit (BCHU) employees present, and suggested that Members could also contact her by email if they had questions.

The Board excused all BCHU employees from the meeting at 9:40 a.m. and invited them to return at 9:53 am.

Moved by: Nancy Church
Seconded by: David Bailey

“THAT the Board of Health approve the amended audited Financial Statement for the calendar year ending December 31, 2020, including the general Program-Based Grant programs and specifically-funded programs listed herein:

Schedule 1 Brant County Health Unit Cost-Shared Programs
Schedule 2 Canada Prenatal Nutrition Program
Schedule 3 Healthy Babies, Healthy Children Program
Schedule 4 Ontario Senior Dental Program.”

Carried.

Diane Paxton left the meeting at 9:54 am.

5.3 Financial Position Report ended April 30, 2021

Lisa DiDonato presented the Financial Position Report ended April 30, 2021, as distributed with the agenda. The report reflected a current surplus of \$304,523. To date, COVID-related expenditures total \$2.4 million. Lisa explained adjustments, and the process of allocating the total approved budget into program areas for the Annual Service Plan.

5.4 Governance: Finance and Audit Committee Proceedings

Nancy Church presented the Board of Health Governance: Financial and Audit Committee Proceedings Report, as distributed with the agenda. Nancy outlined several proposals to increase the amount of information from the Finance and Audit (F&A) Committee to the entire Board membership, and to revise the F&A Terms of Reference. F&A meetings should be held sufficiently in advance of regular Board meetings to ensure minutes/reports are completed. F&A agendas and materials should be provided to all Board members. The auditors and management were directed to maximize the use of written materials. These suggestions could be implemented without delay. F&A Committee Chair Sless and Members John B. and Joy were open to Nancy attending an F&A Committee meeting and working with them on processes.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 Report from the Chair

Chair Bell stated that positive feedback continues to reach him daily on Brant’s COVID vaccination program, and asked that this appreciation be passed along to employees. Summer Board meetings will be at the call of the Chair; it is the intent to not hold the July and August meetings.

6.2 Report from the Acting Medical Officer of Health

Dr. Lock presented the Medical Officer of Health (MOH) Report, as distributed with the agenda. Dr. Lock recommended that Board of Health meetings continue in a virtual format until January 2022 and be re-evaluated at that time. Most MOH activities are focused on the COVID-19 response. See also Items 6.5.1 and 7.1.

6.3 Report from the Chief Executive Officer

Jo Ann Tober presented the Chief Executive Officer Report, dated May 19, 2021, as distributed with the agenda. The report provided an update on the Brantford Brant Ontario Health Team (BBOHT). Chair Bell will be attending the Joint Board of Governors’ meeting on June 30. OHT discussions are formative at this stage and many working groups are being established. BCHU is an inaugural member of the BBOHT and Jo Ann sits on the Executive. The Ministry released a new version of the Ontario Public Health Standards with updates on the Ontario Seniors Dental

Care Program, and the Consumption and Treatment Services Program, and updated titles for a number of guidance documents. See also Items 6.5.2.

Jo Ann responded to questions. Like all Ontario health units, BCHU redeployed most staff to COVID response and immunization activities; therefore, BCHU will not be wholly in compliance with OPHS requirements. Critical services have been maintained throughout this period and filing requirements were met. Mental health promotion is contained in the annual operational plans, including work with the schools, homeless population, and local mental health and addictions partners. Members requested a report on mental health programming at the September meeting.

6.4 Food Safety Disclosure Report

No report.

6.5 COVID-19 Reports

6.5.1 COVID-19 Case Management Report

Dr. Lock presented the COVID-19 Case Management Report, as distributed with the agenda. The Letter of Instruction to fitness centres in Brant has been amended to allow for up to 20 AODA clients at a centre as the Province nears Stage 2 re-opening. No action was undertaken regarding the local zoo operator's correspondence; the zoo will be able to open in Step 2. Most Council of Medical Officers of Health members supported the re-opening of schools; however, the Province decided in favour of continued closure. MOHs recognized there could be an increase in cases and determined that capacity was sufficient to respond if needed. Recently, Waterloo experienced a surge in case numbers which may be due to the Delta variant. It is more easily transmissible but does not appear to result in more hospitalizations. The first Delta case confirmed in Brant is now resolved.

Gerry Moniz and Michelle Regan joined the meeting at 10:30 a.m.

6.5.2 COVID-19 Immunization Report

Jo Ann Tober presented the COVID-19 Immunization Report, as distributed with the agenda. Brant has administered 120,180 doses of vaccine; with 24,362 people having received Dose 2. The Province continues to adjust eligibility and accelerate second-dose intervals. Clinic spaces are aligned with vaccine supply and are running at capacity. Jo Ann responded to questions about vaccine allocations, assistance with COVax software to pharmacies, support for onboarding primary care providers, bi-weekly discussion at BBOHT meetings, and vaccine interchangeability. As of July 1, long-term care staff must be vaccinated, have a medical exemption, or participate in an educational session. Approval of vaccine for children under age 12 may be coming soon. Numerous strategies are being employed to encourage vaccine uptake including pharmacies and primary care, walk-in and pop-up clinics, etc.

Moved by:

Brian Van Tilborg

Seconded by:

Susan Brown

“THAT the Brant County Board of Health accept reports 5.1, 5.3 to 5.4, and 6.1 through 6.5.2 as presented.”

Carried.

7. NEW BUSINESS

7.1 Harm Reduction Program Report

Gerry Moniz presented the Harm Reduction Program Report, as distributed with the agenda. The report provided an update on the Harm Reduction program in general, and specifically the Brantford-Brant Community Drugs Strategy and Action Plan. The memorandum of understanding for installing four used needle bins is currently with the City for legal input. Results of the Needle Return Initiative pilot, data from the Drugs Strategy survey, and quarterly workplan outcomes will be presented to the Board. Members commented on various aspects including a safe consumption site, safe product supply, treatment site with capacity, homelessness, expanding the partnership network, and the role of the BBOHT. As the demand for COVID-related activities subsides, the Board directed staff to step up programming to respond to the opioid crisis.

7.2 Healthy Schools Program Report

Gerry Moniz presented the Healthy Schools Program Report, as distributed with the agenda. From March to December 2020 and continuing into 2021, Public Health Nurses focused on assisting schools with their COVID response. Nurses assigned to the School Health Team were also redeployed to work in COVID contact and case management, and subsequently in mass immunization clinics.

Gerry Moniz left the meeting at 11:35 a.m.

7.3 Oral Health and Visual Health Programs Report

Michelle Regan presented the Oral Health and Visual Health Programs Report, as distributed with the agenda. No Vision screening activities were conducted in 2020 due to COVID. While most Dental program activities were also paused in 2020 due to COVID, BCHU remained committed to seeing, within limits, clients in the Ontario Seniors Dental Care Program. Begun in January 2021, renovations to the dental suites are now complete.

Michelle Regan left the meeting at 11:41 a.m.

7.4 alPHa Annual Conference Report

Chair Bell, Susan Brown, Joy O'Donnell, and Nancy Church attended the virtual Association of Local Public Health Agencies (alPHa) Annual Conference on June 8, 2021. Attendees' comments included alPHa's ongoing activities regarding the provincial intent for public health modernization; importance of keeping public health in the public eye; reinforced training on governance; ongoing communication with MPs and MPPs; and designing welcoming structures especially from a mental health perspective.

Moved by: David Bailey
Seconded by: Nancy Church

“THAT the Brant County Board of Health accept reports 7.1 through 7.4 as presented.” Carried.

8. CORRESPONDENCE *(Board members may request a copy of items that are not attached from Board of Health Secretary)*

8.1 Correspondence received from Peterborough Public Health, dated May 14, 2021, re Stay-at-Home Order.

Moved by: Joy O'Donnell
Seconded by: Susan Brown

“THAT the Brant County Board of Health receive the correspondence for information.” Carried.

9. IN-CAMERA MEETING

Moved by: Nancy Church
Seconded by: David Bailey

“THAT the meeting move to In-Camera at 11:42 a.m. regarding personal matters about an identifiable individual.” Carried.

The regular Board of Health meeting resumed at 12:05 a.m.

During the Incamera session, a motion was passed under Item 2.1.

10. QUESTIONS/ANNOUNCEMENTS

11. FUTURE AGENDA ITEMS

- 11.1 Mental Health Planning (*September*)
- 11.2 Harm Reduction Program Report (*September*)

12. NEXT MEETING DATES

- Wednesday, July 21, 2021, at 9:30 a.m. – Meeting is at the Call of the Chair
- Wednesday, August 18, 2021, at 9:30 a.m. – Meeting is at the Call of the Chair.
- Wednesday, September 8, 2021, at 9:30 a.m.

13. ADJOURNMENT

Moved by: Joy O'Donnell

“THAT the Board of Health meeting be adjourned at 12:06 a.m.” **Carried.**

Chair

Date

Secretary

Date