

**BRANT COUNTY BOARD OF HEALTH
REGULAR AGENDA
Wednesday, November 17, 2021, 9:30 a.m, Virtual**

1. CALL TO ORDER

Chair John Bell

2. CONFLICT OF INTEREST

3. ADDITIONS TO AGENDA / Motion to APPROVE AGENDA

4. APPROVAL OF MINUTES

4.1 Motion to approve Brant County Board of Health Minutes of October 20, 2021 *

All

5. INCMERA

6. FINANCIAL REPORT

6.1 Financial Position Report ended September 30, 2021 *

Lisa DiDonato

6.2 Approval of 2022 Budget—Municipal Portion

John Bell

7. BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 Report from the Chair

John Bell

7.2 Report from the Medical Officer of Health *

Dr. Rebecca Comley

7.3 Report from the Chief Executive Officer *

Jo Ann Tober

7.4 Food Safety Disclosure Report

No report

7.5 COVID-19 Reports

7.5.1 COVID-19 Case Management Report *

Dr. Rebecca Comley

7.5.2 COVID-19 Immunization Report *

Jo Ann Tober

7.6 Strategic Planning

John Bell

Motion to accept reports as presented.

8. NEW BUSINESS & PROGRAM REPORTS

8.1 Quality Assurance and Professional Practice Report *

Janet Kwansah

8.2 Communications Report *

Ryan Spiteri

8.3 Population Health Assessment Report *

Deborah Moore

8.4 Substance Use Program Report *

Gerry Moniz

8.5 Meeting Schedule for 2022 **

Jo Ann Tober

8.6 alPHa Fall Symposium on November 19, 2021

Jo Ann Tober

Motion to accept reports as presented.

- 9. CORRESPONDENCE** (*Board members may request a copy of items that are not attached from Board of Health Secretary*)
- 9.1 Correspondence from Simcoe Muskoka District Health Unit, dated October 21, 2021, re Ministry funding.
 - 9.2 Correspondence from Huron Perth Public Health, dated October 19, 2021, re COVID vaccination policies.
 - 9.3 Correspondence to Rob Hunter, dated October 27, 2021, re COVID masking for children at school.
 - 9.4 Correspondence from North Bay Parry Sound District Health Unit, dated November 1, 2021, re public health funding for 2022.
 - 9.5 Correspondence from Ministry of Health, dated November 2, 2021, re 2021 budget approval.
 - 9.6 Windsor-Essex County Health Unit, dated November 4, 2021, re increase in base public health funding.
 - 9.7 Peterborough Public Health, dated November 5, 2021, re support for local boards of health.

Motion to receive the correspondence.

10. QUESTIONS / ANNOUNCEMENTS

11. FUTURE AGENDA ITEMS

12. NEXT MEETING DATE

Wednesday, December 15, 2021, at the call of the Chair.

13. ADJOURNMENT

Chair

* *Attachments*
⊕ *to be distributed at the meeting*

***Attachments for Board of Health members only*

BRANT COUNTY BOARD OF HEALTH MEETING of November 17, 2021
REPORT #: 6.1

FROM: Lisa DiDonato, Director, Finance
REPORT DATE: November 3, 2021
RE: Financial Report for the nine months ended September 30, 2021

The purpose of this report is to provide the financial results of the Brant County Health Unit (BCHU) for the nine months ended September 30, 2021.

As detailed in the financial variance summary and forecast, attached as Appendix A, the net surplus for nine months ended September 30, 2021, was \$568,327.

Throughout the 2021 funding year, provincial health units are expected to take all necessary measures to continue to respond to COVID-19 and support the Ministry in the roll-out of the vaccine program, while continuing to maintain critical public health programs and services. These costs are expected to be managed within existing annual funding with one-time funding to support extraordinary costs over and above the approved mandatory cost shared program budget.

For 2021, the BCHU estimated that approximately \$5.1 million in COVID-19 response and vaccine program expenditures will be absorbed within the mandatory programs funding and requested \$2.6 million in one-time extraordinary funding. On November 3, 2021, the BCHU received Ministry of Health notification of the approval for 100% of the COVID-19 one-time extraordinary funding requested.

In the nine months ended September 30, 2021, the Health Unit incurred \$5.6 million in COVID-19 response and vaccine program expenditures. These costs, in addition to the redeployment of personal, include incremental salaries and wages, technology and communication purchased services, clinic supplies, personal protective equipment, and mileage. The expenditures for the nine months ended September 30, 2021, are summarized below.

Expense Categories	Total
Employee Salaries and Benefits	\$5,025,756
Other Program Supplies	\$585,759
Total	\$ 5,611,515

At this time, BCHU is confident that the existing level of funding from both the City of Brantford and the County of Brant will be enough to fund programs and services and is forecasting a \$300,000 COVID-19 extraordinary costs one-time funding surplus.

Appendix A

**Brant County Health Unit
Financial Variance Summary and Forecast
For the Period Ending September 30, 2021**

	Budget 9/30/2021	Actual 9/30/2021	Variance Surplus (Deficit)	% of Budget	Budget 12/31/2021	Forecast 12/31/2021
Mandatory Cost Share Programs						
Salaries	6,099,651	7,113,660	(1,014,009)	87.5%	8,132,868	9,546,422
Benefits	1,515,714	1,644,168	(128,454)	81.4%	2,020,952	2,209,406
Mileage	32,123	52,783	(20,660)	123.2%	42,831	72,831
Staff Development	84,810	36,381	48,429	32.2%	113,080	73,080
Supplies	704,658	982,005	(277,347)	104.5%	939,542	1,499,542
Needle Exchange	57,525	52,769	4,756	68.8%	76,700	76,700
Operating Cost	94,510	119,800	(25,290)	95.1%	126,014	176,014
Building Maintenance	222,561	260,982	(38,421)	87.9%	296,748	346,748
Housekeeping Supplies	54,750	54,863	(113)	75.2%	73,000	73,000
Utilities	64,500	65,347	(847)	76.0%	86,000	86,000
Professional Fees	237,861	238,363	(502)	75.2%	317,148	397,148
Mandatory Cost Share Program Expenses	9,168,663	10,621,121	(1,452,458)	86.9%	12,224,883	14,556,891
COVID Response and Vaccine Program Expenses	(3,840,261)	(5,611,515)	1,771,254	109.6%	(5,120,348)	(7,452,356)
Mandatory Cost Share Program Expenses excluding COVID Expenses	5,328,402	5,009,606	318,796	70.5%	7,104,535	7,104,535
COVID Response and Vaccine Program Expenses						
COVID Absorbed Expenses	3,840,261	3,637,509	202,752	71.0%	5,120,348	5,120,348
COVID Extraordinary One Time Request Expenses	1,974,006	1,974,006	-	75.0%	2,632,008	2,332,008
Total COVID Response and Vaccine Program Expenses	5,814,267	5,611,515	202,752	72.4%	7,752,356	7,452,356
Total Mandatory Cost Share Program Expenses	11,142,669	10,621,121	521,548	3.5%	14,856,891	14,556,891
100% Funded Program Expenses						
MOH - Ontario Seniors Dental Program	400,125	362,423	37,702	67.9%	533,500	533,500
MOH - School Focused Nurses Initiative	351,750	299,942	51,808	64.0%	469,000	469,000
MCCSS - HBHC	773,051	780,468	(7,417)	75.7%	1,030,734	1,030,734
Health Canada - CPNP	60,847	43,858	16,989	54.1%	81,130	72,569
Total 100% Funded Program Expenses	1,585,773	1,486,691	99,082	70.3%	2,114,364	2,105,803
	12,728,442	12,107,812	620,630	71.3%	16,971,255	16,662,694
Revenue						
MOH - Mandatory Cost Share Programs	6,056,851	6,056,851	-	75.0%	8,075,800	8,075,800
MOH - One-Time Funding Programs	105,000	105,000	-	75.0%	140,000	140,000
MOH - Ontario Seniors Dental Program	400,125	400,125	-	75.0%	533,500	533,500
MOH - School Focused Nurses Initiative	351,750	351,750	-	75.0%	469,000	469,000
MOH - COVID Extraordinary One-Time Funding	1,974,007	1,974,007	-	75.0%	2,632,009	2,332,009
MCCSS - HBHC	773,051	773,051	-	75.0%	1,030,734	1,030,734
Health Canada - CPNP	60,848	52,287	8,561	64.4%	81,130	72,569
Municipal Funding	2,834,478	2,834,478	-	75.0%	3,779,304	3,779,304
Transfer from Reserves	53,834	53,834	-	75.0%	71,778	71,778
Other Revenue	118,500	74,758	43,742	47.3%	158,000	158,000
Total Revenue	12,728,442	12,676,139	52,303	74.7%	16,971,255	16,662,694
Net Surplus (Deficit)	-	568,327	568,327		-	-

BRANT COUNTY BOARD OF HEALTH MEETING on November 17, 2021
REPORT #: 7.2

FROM: Dr. Rebecca Comley, Acting Medical Officer of Health
REPORT DATE: November 10, 2021
RE: Medical Officer of Health's Report

Report for the period: October 20 to November 17, 2021

Emergency Management

- Participated in County of Brant Emergency Management Training Exercise
- Ongoing meetings with Emergency Management partners.

Environmental Health

- Sydenham Street - analysis and discussion with Municipality and Public Health Ontario.

Community Partnerships

- Presentation to Primary Care Council
 - Ongoing discussions around potential for Primary Care involvement in vaccination
- Presentation to County of Brant Policy Development and Strategic Direction Committee Meeting.

Training / Continuing Education

- Media training – Warren Weeks; Ongoing
- Weekly mentorship – Dr. Joyce Lock.

BRANT COUNTY BOARD OF HEALTH MEETING of November 17, 2021
REPORT #: 7.3

FROM: Jo Ann Tober, Chief Executive Officer
REPORT DATE: November 11, 2021
RE: Chief Executive Officer Report

Flu Clinics

The roll out of Influenza vaccine for the general population began at the beginning of November with vaccine available from local pharmacies and Primary Care providers. Health Unit Flu clinics were held on Nov. 4, 11, and 12 and were well attended. Public Health measures in place for COVID, such as physical distancing, masking, self-screening, and hand washing helped decrease the incidence of Influenza last Flu season and are expected to help mitigate again. However, getting a Flu shot is the best protection available and is recommended.

School Immunization Program

The first round immunizations provided to students through the school immunization program was completed on November 3. This program provides protection for three types of vaccine preventable diseases to Grade 7 students. Grade 8 students who missed receiving their vaccines last year due to COVID were also offered vaccine. The second doses required will hopefully be able to be offered in the spring of 2022.

Dental Screening

Dental Screening has been initiated in local schools according to Ministry of Health protocols. This screening will continue into the new year and will also catch up the screening of children that was unable to occur in 2020 due to COVID.

Ontario Health Team

Staff from the Brantford Brant Ontario Health Team (OHT) have been meeting with staff from the Norfolk Team. As Norfolk has not yet been appointed as an OHT, information on the requirements that the Brantford Brant Team have previously completed are being shared and reviewed. A joint session of the membership of the Executive Leadership Teams of both groups is being planned to discuss a road map to bring the two groups together and to plan a joint governance meeting.

BRANT COUNTY BOARD OF HEALTH MEETING of November 17, 2021
REPORT #: 7.5.1

FROM: Dr. Rebecca Comley, Acting Medical Officer of Health
REPORT DATE: November 10, 2021
RE: COVID-19 Case Management Report

Report for the period: October 20 to November 17, 2021

Schools

- Outbreak management
 - School closure/reopening
- New opportunities for testing in schools
 - Utilized rapid antigen testing kit strategy
- Advised school boards regarding public health measures.

Communications

- Media communication regarding vaccinations
 - third/booster doses
 - upcoming vaccination of 5-11 year-olds
- Public messaging around recommendations re: holidays, public health measures
- Facilitating referral to St. Joseph's Hospital for high-risk outpatients.

BRANT COUNTY BOARD OF HEALTH Meeting of November 17, 2021
REPORT #: 7.5.2

FROM: Jo Ann Tober, Chief Executive Officer
REPORT DATE: November 9, 2021
RE: COVID Immunization Report

On November 3, in alignment with the National Advisory Committee on Immunization's recommendations for third doses of COVID vaccine, Ontario announced eligibility for booster doses of the COVID-19 vaccine for additional populations if at least 168 days have passed since their last dose. These groups include the following: those aged 70 and over; healthcare workers and designed essential caregivers in congregate settings; individuals who received two doses of the AstraZeneca vaccine or one dose of the Janssen vaccine; and First Nation, Inuit and Métis adults and their non-Indigenous household members. Appointment bookings for third dose clinics are available on the Health Unit website and clinics are available at Henry St. in Brantford, the Paris Fairgrounds, and the Lynden Park Mall. Uptake of third doses in response to this increased eligibility has been slow both locally and provincially. Provincial planning is underway to expand eligibility for a booster dose to all Ontarians 12+ years old and is expected in the new year.

Health Canada is currently reviewing an application from Pfizer for approval for COVID vaccine to immunize children five to eleven years of age. Approval has already been received by Pfizer in the United States and approval is expected shortly in Canada. Planning is underway and immunization of this population is expected to begin very shortly after Health Canada approval occurs.

Up to date statistics will be provided at the meeting.

BRANT COUNTY BOARD OF HEALTH Meeting of November 17, 2021
REPORT #: 8.1

FROM: Janet Kwansah, Program Standards, Quality Assurance & Professional Practice
REPORT DATE: November 8, 2021
RE: Quality Assurance and Professional Practice Report

The mandate of the Quality Assurance & Professional Practice (QA&PP) program is to promote a culture of quality at the Brant County Health Unit by supporting organization wide and program level continuous quality improvements, ongoing professional development of staff, and ensuring adherence to professional standards and regulations in the delivery of public health services and programs. In addition, QA&PP promotes evidence informed decision-making (data utilization) and knowledge exchange.

Similar to the previous year, 100% of QA&PP resources were diverted to support COVID -19. Staff supported call center, call monitoring, case and contact management. The team continued to support with process improvements in relation to the COVID response including resource development, process creation and improvements.

Continuous Quality Improvements:

To ensure continuous improvement in BCHU COVID-19 response, processes and procedures are reviewed and updated regularly. The following process maps have been completed:

- Asymptomatic positives process
- AEFI process
- Indeterminate process
- Six Nations case management process
- Symptomatic high-risk contact process
- Sporadic & expedited COVID-19 case management process
- School protocol when student or staff tests positive for COVID-19
- Guide to school cohort management
- Case & contact management in schools for high-risk contacts & household
- School staff risk assessment process
- Response to cases in schools process

Quality Assurance

- No documentation audits were completed.

Student Placement and Preceptor Development

A total of 9 students were provided with practicum opportunities throughout the year 2021. These placements Public Health Inspection, West Nile Virus, Master of Public Health and Human Resources. Students came from Conestoga, Mohawk, Ryerson, Guelph, and Brock. Placements were both virtual and in-person.

In 2022, the QA&PP Team will:

- Continue with supporting the COVID response as needed
- Continue to improve the use and functionality of Profile in preparation for recovery
- Continue to coordinate student placements

- Support knowledge translation - Explore and implement virtual delivery of knowledge translation events
- Support programs to develop and finalize program operational manuals to ensure consistency in the application of policies and procedures within the program areas.

BRANT COUNTY BOARD OF HEALTH Meeting on November 17, 2021
REPORT #: 8.2

FROM: Ryan Spiteri, Manager, Communications
REPORT DATE: November 4, 2021
RE: Communication Report

The Communications team mandate is to support the development and implementation of Brant County Health Unit's (BCHU's) programs and services by utilizing various communication strategies to ensure the greatest impact. The Team is also responsible for managing media relations, ensuring alignment of the Health Unit's communications with the Accessibility for Ontarians with Disabilities Act (AODA), plain language and copyright requirements, supporting risk and issues management, internal communications, and stakeholder engagement.

The following are the key accomplishments of the Communications Team in 2021:

- Increased the Health Unit's presence on social media.
 - Twitter – 4,981 followers (+2,134 from 2020)
 - Facebook – 6,376 followers (+3,521 from 2020)
 - Instagram – 1,758 followers (+615 from 2020)
 - LinkedIn – 404 followers (+215 from 2020)
- Collaborated with program teams to develop and implement health communications initiatives (including key messages, promotional materials, and campaigns) focused on priority health issues, including West Nile Virus, Rabies, Healthy Pregnancy, Positive Parenting, and Harm Reduction.
- Provided communication support to the Brantford-Brant Community Drugs Strategy; this included issuing public safety alerts, developing the anti-stigma campaign, education materials and messaging regarding safe needle retrieval and disposal, and overdose prevention.
- Continued to build and maintain relationships with media representatives. As of November 3, 2021, the Health Unit:
 - responded to 200 media requests (178 - COVID-related topics, 22 - non-COVID-related topics).
 - distributed 26 media releases and 45 statements following media briefings, 4 public safety alerts (including non-COVID related topics).
 - were mentioned in 432 media articles/news clips (415 - COVID-related and 17 - non-COVID-related).
 - organized 45 COVID-19 media briefings with the Medical Officer of Health.
- Provided timely information to the public and stakeholders on BCHU's COVID-19 response activities:
 - recorded and released 6 videos to inform the public on key topics
 - responded to 930 social media questions regarding COVID from members of the public
 - assisted front-line staff in ensuring they were aware of latest information to convey to the public
 - provided updates on the COVID-19 status in Brant through the organization's social media and website

- Designed and maintained COVID-19 vaccine booking portal on website in tandem with the IT team.
- Disseminated clear and timely information regarding vaccine priority groups to the public to ensure minimal confusion and a smooth roll-out of the vaccination campaign
- Collaborated with external marketing agency and community partners to help push messaging to 18–29-year-olds to increase vaccine uptake in this population group
- Continued to update website content so that information is current, accurate, and compliant with the accessibility standards. From January to October 2021:
 - BCHU website has seen 671,763 visits; this is over twice as many visits as in the same period in 2020 (305,617)
 - The main coronavirus webpage has seen almost two million page views (1,965,443); a 67% increase from 2020.
 - COVID-19 vaccines webpage has seen nearly half a million page views since its launch at the end of February (488,889).
 - BCHU website accessibility score (a measure of how well people can perceive, understand, navigate, and interact with the website) is currently at 94.2%, which is above the industry recommended threshold ($\geq 70\%$).
 - BCHU website quality assurance score (a measure of the credibility and usability of the user-facing characteristics of the site, e.g., no misspellings, no broken links, content freshness, security, etc.) is currently at 80.1%, which is on par with the industry recommended threshold ($\geq 80\%$).

For 2022, Communications will focus on the following areas:

- Continue to work with internal and external stakeholders to provide communication support with respect to the COVID-19 pandemic and continued vaccine roll-out
- Maintain and foster relationships with new followers to the Health Unit’s social media channels
- Continue to collaborate with program standards teams to develop and implement health communications initiatives, utilizing social marketing principles and various communication modalities, including social media, as well as complementing regional, provincial or national health communication initiatives
- Work with program area staff to revitalize website content on key public health topics.

BRANT COUNTY BOARD OF HEALTH Meeting on November 17, 2021
REPORT #: 8.3

FROM: Deborah Moore, Manager, Population Health Assessment
REPORT DATE: November 8, 2021
RE: Population Health Assessment Report

The Population Health Assessment (PHA) Team provides scientific and technical advice, and support to all Brant County Health Unit program areas in the development, planning, implementation, and assessment of public health programs, services or policies. The PHA Team collaborates with the Program Standards teams as well as the Communication and the Quality Assurance & Professional Practice (QA&PP) Teams.

Due to the COVID-19 pandemic, the operational plan for 2021 has been adjusted to dedicate time and resources to support BCHU's COVID-19 response activities. The following are the highlights of the PHA Team's work in 2021:

COVID-19

- Continued COVID-19 surveillance, reporting daily and weekly statistics and trends to internal staff and to the community, analyzing indicators such as the reproductive rate and case doubling time
- Enhanced the COVID-19 dashboard to provide up-to-date statistics COVID-19 cases, outbreaks and vaccination
- Developed a method using SAS programming to report on COVID-19 vaccination coverage for Brant residents 12+
- Provide COVID-19 case surveillance to Six Nations on a weekly basis
- Collaborate with the Infectious Disease and Clinic teams to conduct data quality checks and ensure completeness and accuracy of data in the provincial databases (CCM, COVAX)
- Continue to collaborate with Public Health Epidemiologists across the province to standardize reporting and statistical code for data analysis; ensure data quality for our health unit for COVID cases and vaccination information

Harm Reduction

- Worked with the Harm Reduction and Communications teams to develop education materials and key messages for the anti-stigma campaign, safe needle retrieval and disposal, and overdose prevention; updated a community map for the needle bins locations; provide statistics and education materials for the Fall Forum
- Conducted an evaluation of the Needle Return Incentive Pilot Project to examine its impact on needle return and improperly discarded needles in the community
- Continued to report on needles found and returned within the community

Opioid Surveillance

- As part of the Community Drugs Strategy, the PHA Team continues to chair the Surveillance Working Group involving community partners, such as St. Leonard's, Emergency Medical Services (EMS), Brantford Police Services (BPS), Ontario Provincial Police (OPP), Brant Community Healthcare System, Brant Family and Children's Services and the Six Nations Drug Strategy.
- Using Power BI program created a dashboard for opioid surveillance, including needle return and naloxone distribution with data posted monthly on the website

- Continued to collect and analyze “real-time” data on Emergency Department visits, EMS calls and daily police (Both BPS and OPP) calls for illegal substances/opioid overdoses within Brant; tracked information on the number of naloxone kits distributed in the community.

Infectious Disease Surveillance

- Developed and launched a weekly and monthly surveillance tool to track infectious diseases (outside of COVID-19) in our community to help assess trends for program planning and community reporting

For 2022, the focus for PHA will be as follows:

- Maintain the focus on COVID-19 surveillance, reporting, trending and data quality assurance
- Enhance the Brant Health Atlas to make it more user friendly and visually appealing, and incorporate GIS features to graphically show trending and distribution of populations
- Continue to work with program teams to routinely collect and verify data, and report on program indicators as part of BCHU’s performance management system
- Continue to work with teams as we move back into regular programs to provide evidence, evaluate, and improve projects
- Enhance surveillance of diseases of public health significance
- Continue to lead the surveillance group for the Community Drugs Strategy; collaborate with other working groups to provide sound evidence for decision making around Harm Reduction
- Work with community partners to monitor the impacts of climate change in Brant, raise awareness and support policy development around the climate change and the built environment
- Continue to assess and report on health inequalities in Brant to internal staff and to community partners

BRANT COUNTY BOARD OF HEALTH Meeting of November 17, 2021
REPORT #: 8.4

**FROM: Gerry Moniz, Manager,
Chronic Disease Prevention and Injury Prevention (CDIP)**
REPORT DATE: November 10, 2021
RE: Substance Use Program Report

Overview of Activities

Brantford-Brant Community Drugs Strategy (Drugs Strategy)

1. The Coordinator continues to meet regularly with members of the Drugs Strategy Coordinating Committee to move action plan and specific harm reduction activities forward.
2. The Fall Forum for community agencies and the public will take place on Nov. 29-30. The first day of the forum will involve an educational session related to stigma and substance use. The second day will focus on strategic planning and priority setting for the next 2-3 years.

Harm Reduction Program

1. A needle bin will be installed at St. Andrews church parking lot in the week of Nov.8. This will bring the total number of bins available across Brantford and Brant to 10.
2. The anti-stigma campaign “Stigma Ends Here” continues via social media, website and electronic billboards in Brantford and Brant. A media toolkit is available on our website for community agencies to use.
3. BCHU staff continues to monitor and respond to calls for needle pick up. The number of calls for used needle pickups remains on par with the monthly calls.

Opioid Surveillance

1. 17 opioid-related incidents (14 overdose and 3 deaths) were reported in September; 9 incidents (6 overdoses and 3 deaths) reported in October 2021.
2. A public safety alert was issued on Nov 9 to inform the public and community partners about an increase in suspected opioid overdoses thus far in November.