

BRANT COUNTY BOARD OF HEALTH
Wednesday, July 20, 2022, 9:30 a.m., Hybrid Virtual/Classroom 420/421
MINUTES

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

Dr. Rebecca Comley (Acting MOH)
Brent Richardson (Acting Senior Administrator)
Janet Kwansah (Director, Program Standards)
Dr. Alexey Babayan (Director, Foundational Standards)
Lisa DiDonato (Director, Finance)
Katie Greene (Manager, People, Culture & Support)
Lorraine Johnson (recorder)
Carly Greene (recorder)

REGRETS: Brian Van Tilborg (City)

ALSO PRESENT: Alyssa Stryker, Coordinator, Brantford Brant Community Drugs Strategy
Gerry Moniz, Manager, Chronic Diseases Prevention and Injury Prevention

1. CALL TO ORDER

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

2. CONFLICT OF INTEREST

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

3. ADDITIONS TO AGENDA & APPROVAL OF AGENDA

Moved by: David Bailey

Seconded by: Nancy Church

“THAT the Brant County Board of Health Agenda be approved as circulated.” **Carried.**

4. APPROVAL OF MINUTES

4.1 Brant County Board of Health Minutes of June 15, 2022

Vice-Chair Nancy Church requested that Item 7.7 be corrected regarding OHTs and PHO.

Moved by: Nancy Church

Seconded by: Joy O'Donnell

“THAT the Brant County Board of Health Minutes dated June 15, 2022, be approved as amended.” **Carried.**

5. INCAMERA SESSION

Moved by: David Bailey

Seconded by: John Sless

“THAT the meeting move to In-Camera at 9:33 a.m. regarding personal matters about an identifiable individual and risk management/issues that pose potential liability to the organization.” **Carried.**

The regular Board of Health meeting resumed at 10:30 a.m.

During the Incamera session, no motions were passed.

6. FINANCIAL REPORT

6.1 Financial Report ended May 31, 2022

Lisa DiDonato presented the Financial Report ended May 31, 2022, as distributed with the Agenda. The report provided summary spending and net surplus to date information including COVID-specific expenditures. The June net surplus is expected to be slightly higher with expectations for significant Q3-Q4 spending on capital projects and increased COVID clinics. Extraordinary funding could be requested in Q3-Q4 when need and eligibility is known.

6.2 Deferred Revenue Report

Lisa DiDonato presented the Deferred Revenue Report as distributed with the Agenda. The table within the report provided a synopsis of the funds that make up the balance as reported on the audited financial statements at December 31, 2021. It included funds budgeted for use in 2022. The Ministry has completed year end reconciliation to 2019 and the expectation is that none of these funds need to be repaid. The Canada Prenatal Nutrition Program (CPNP) amount will continue to be deferred as it represents the January 1 to March 31 portion of Health Canada’s fiscal year. Members determined that CPNP, Pay Equity and Chronic Disease Prevention should be retained as separate funds for specified uses. The remaining funds could be combined to address future one-time program or capital expenditures. Members requested a future report from the Acting Senior Administrator on the status of pay equity to ensure there are no potential claims against that money.

Moved by: Joy O’Donnell

Seconded by: David Bailey

“THAT the Brant County Board of Health accept the recommendation to consolidate the deferred revenue described as Capital Expenditures, Program or Capital Expenditures, Day Care Research, Children in Need of Treatment (CINOT) Expansion, Website Funding, and Miscellaneous into a fund for future program and/or capital use;

AND THAT the funds identified as Canada Prenatal Nutrition Program, Pay Equity, and Chronic Diseases Prevention remain separate for their respective purposes.” Carried.

6.3 Finance and Audit Committee Items

6.3.1 Denture Laboratory Equipment and Cabinetry Expenditure Report

Lisa DiDonato presented the Denture Laboratory Equipment and Cabinetry Expenditure Report as distributed with the Agenda. Although the expectation is that final purchases will be made from multiple qualified vendors, as the total value of the project exceeds \$50,000 the Health Unit is seeking Board of Health approval in accordance with the procurement policy.

Moved by: John Bell

Seconded by: Nancy Church

“THAT the Brant County Board of Health approve the purchase of denture laboratory equipment and cabinetry as presented.” Carried.

6.3.2 Southwest Rear Entrance Report

Lisa DiDonato presented the Southwest Rear Entrance Report as distributed with the Agenda. One-time funding plus 2022 budget operating funds will be used, with a total expected to be under the \$50,000 threshold. However, staff have been unable to secure more than one quote and there is a potential to go above the threshold. Therefore, the Board’s approval in advance was requested.

Moved by: John Sless

Seconded by: Mike Bodnar

“THAT the Brant County Board of Health approve proceeding with the purchase of contracting services for the southwest rear canopy entrance at 194 Terrace Hill Street, Brantford, as presented.” Carried.

6.3.3 Elevator Modernization Report

Lisa DiDonato presented the Elevator Modernization Report as distributed with the Agenda. Initial work has begun for an RFP to be issued in September. The project must be completed by March 31, 2023, in order to utilize one-time Ministry money. Board approval and a formal bidding process are required.

Moved by: Joy O’Donnell

Seconded by: Nancy Church

“THAT the Brant County Board of Health approve the issuance of a Request for Proposal from qualified proponents for the west elevator modernization in accordance with the Brant County Health Unit Procurement Policy.” Carried.

7. STANDING REPORTS and BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 Report from the Chair

Chair Susan Brown invited feedback on how the hybrid meeting format is working and suggestions for improvement. The August Board meeting was cancelled; email may be used if issues arise. Due to a conflict, the September Board meeting date will move to September 14 at 9:30 a.m.

7.2 Report from the Acting Medical Officer of Health

Dr. Rebecca Comley presented the Medical Officer of Health Report as distributed with the Agenda. The organizational focus over the last month has been to meet with individual teams and discussing roles and responsibilities to ensure comfort moving forward. A single case of Monkeypox has been identified locally. Procedures are in place for a seamless process with clinicians. A pre-exposure vaccination clinic will start this week for eligible clients. Dr. Comley and Brent Richardson attended the Brantford Brant Norfolk Ontario Health Team (BBNOHT) meeting in July and gained a greater understanding of the local structure. Dr. Comley has already been attending COVID Assessment Centre meetings.

7.3 Report from the Acting Senior Administrator

Brent Richardson presented the Acting Senior Administrator Report as distributed with the Agenda. Brent worked closely with Dr. Comley over the last six weeks. The focus remains on the change management process with a goal to improve employee engagement. A short-term communication strategy was presented to the Management Team for a new way to communicate information to staff. Staffing initiative meetings are booked. Brent introduced Katie Greene who was recently promoted to Manager of People, Culture and Support Services and will provide the Human Resources voice at Senior Leadership Team meetings.

7.4 Food Safety Disclosure Report

This standing item is in place to report on convictions and closures of food premises ticketed for non-compliance with regulations.

John Sless left the meeting at 11:00 a.m.

7.5 COVID-19 Reports

Dr. Rebecca Comley presented the COVID-19 Report as distributed with the Agenda. New cases continue to rise. Hospitalizations and outbreaks are also increasing. There is a shortage of health human resources across the sector. Provincially, wastewater surveillance suggests the wave is reaching its peak. Clinic bookings are open for Dose 4 for all adults 18+ years of age; an uptick in bookings was noted. The Province is encouraging people to keep vaccinations up to date and to seek the advice of their health care professional to decide about getting Dose 4 now or waiting until the fall when a bivalent vaccine may be available. The National Advisory Committee on Immunization's recommendation approving Moderna vaccine for children aged 6 months to 6 years is expected soon with potential rollout in late July. Overall, Brant is slightly below average in vaccination coverage, although the local 70+ age group is above the provincial average. The Communications Team continues to provide local messaging in the face of COVID fatigue and a lack of strong Ministry messaging.

7.6 Strategic Planning

No report

7.7 Brantford Brant Norfolk Ontario Health Team Update

See Item 7.2.

Moved by:

John Bell

Seconded by:

Nancy Church

“THAT the Brant County Board of Health accept reports 7.1 through 7.7 as presented.”

Carried.

Gerry Moniz and Alyssa Stryker joined the meeting at 11:22 a.m.

8. NEW BUSINESS

8.1 Harm Reduction Program Report

Gerry Moniz and Alyssa Stryker presented the Harm Reduction Program Report as distributed with the Agenda. The report highlighted activities in the Harm Reduction program, Brantford-Brant Community Drugs Strategy, and opioid surveillance. Items included PreVenture training, Naloxone training and distribution, needle bin locations map, and anti-stigma campaign. A co-signed letter of support was suggested regarding a local consumption and treatment site as led by the Grand River Community Health Centre.

Alyssa Stryker and Gerry Moniz left the meeting at 11:32 a.m.

8.2 National Day of Truth and Reconciliation Report

Brent Richardson presented the National Day of Truth and Reconciliation Report as distributed with the Agenda. The recommendation to close the Brant County Health Unit on September 30 would provide staff with the opportunity to increase awareness. There would be no disruption to COVID vaccination clinics on this date. Members discussed options and education/training, and recognized that the onus would be on staff to use the day off for reflection and self-education.

Moved by: David Bailey
Seconded by: Nancy Church

“THAT the Brant County Board of Health approve the closure of the Brant County Health Unit and any non-essential services on September 30 annually to recognize the National Day of Truth and Reconciliation.”

Carried.

Moved by: Nancy Church
Seconded by: John Bell

“THAT the Brant County Board of Health accept reports 8.1 through 8.2 as presented.”

Carried.

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

9.1 Correspondence received from City of Toronto, dated June 9, 2022, re response to COVID-19.

9.2 Correspondence received from Sudbury & Districts Public Health, dated June 21, 2022, re Healthy Babies, Healthy Children Program funding.

9.3 Correspondence received from Chatham-Kent Public Health, dated June 28, 2022, re drug/opioid crisis in Ontario.

9.4 Correspondence received from Niagara Public Health, dated July 5, 2022, re improving indoor air quality to sustainably prevent COVID-19.

Moved by: Kevin Davis
Seconded by: David Bailey

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

Carried.

10. QUESTIONS/ANNOUNCEMENTS

11. FUTURE AGENDA ITEMS

11.1 Presentation/Training – Indigenous Culture and Land Acknowledgement

12. NEXT MEETING DATES

Wednesday, August 17, 2022 – Meeting is cancelled.

Wednesday, September 14, 2022. Regrets noted from Joy O’Donnell.

13. ADJOURNMENT

Moved by: John Bell
Seconded by: David Bailey

“THAT the Board of Health meeting be adjourned at 11:50 a.m.”

Carried.

Chair

Date

Secretary

Date