

Report To: Finance & Facilities Committee, Board of Health
Submitted by: Dr. Nicola Mercer, Medical Officer of Health & CEO
Subject: LEASED SPACE IN MOUNT FOREST AND GUELPH (SHELLDALE)
UPDATE

RECOMMENDATION(S):

- (a) That the Finance & Facilities Committee makes recommendation to the Board of Health to receive this report for information.

BACKGROUND:

In September 2017, the Facilities Committee of the Board of Health reviewed Finance Committee Report BH.03.SEP1517.R01 - Leased Space in Mount Forest and Guelph (Shelldale).

Wellington-Dufferin-Guelph Public Health (WDGPH) Management advised the Lessor at 20 Shelldale Crescent, in Guelph, of WDGPH's intention to vacate on June 30, 2018. Management advised the Lessor at 355 Durham Street West, Mount Forest Park of WDGPH's intent to vacate on November 30, 2018.

PUBLIC HEALTH AND/OR FINANCIAL IMPLICATIONS:

These changes will provide for the re-deployment of these funds to other services and program work in achievement of the Public Health Standards.

Direct saving calculated based on the 2018 budget year are:

- Shelldale annual savings - \$97,052; and
- Mount Forest annual savings - \$53,298.

Indirect savings include:

- Reduced obligation under the *Occupational Health and Safety Act*, the expectation for a safe workplace with less office locations. Staff and management time involved to ensure a safe workplace is maintained will be recovered.
- There will be a reduction in facilities maintenance tasks that are WDGPH's responsibility within the lease including: contractor management; general site service; and maintenance.
- Reduction in Management staff responsibility for after-hours on-call security matters at these locations. The mileage and staff time, which is not captured here, to attend to these matters relative to the overall space utilization and service provision levels, increase the overall cost of each of these locations.

Shelldale:

The leased space at Shelldale ends effective June 30, 2018. Staff in all affected program areas have been working to plan for the exit, communicating this to both partners and clients. This communication includes the location of the services going forward. The details of this are found in Appendix “A”.

Mount Forest:

The leased space at Mount Forest ends effective November 30, 2018. Staff in all affected program areas have been working to plan for the exit with some communication to both partners and clients. As this move is still a number of months away, some details are still being finalized. The details as we know now are found in Appendix “B”.

WDGPH staff continue to work with community partners to ensure clients have access to required services and are communicating service changes as they are confirmed.

APPENDICES:

Appendix “A” - Shelldale – Services Transition 2018

Appendix “B” - Mount Forest – Services Transition 2018

REFERENCES:

NONE.

Prepared by:
Elizabeth Bowden,
Interim Director,
Administrative Services

Reviewed by:
Dr. Nicola Mercer,
Medical Officer of Health &
CEO

Original Signed Document on File
Approved by:
Dr. Nicola Mercer,
Medical Officer of Health &
CEO

APPENDIX “A”

SHELLDALE Services Transition 2018

FAMILY HEALTH

	How will these services be provided?
Staff assigned as base office	N/A
Dental visits	Offered at Chancellor’s Way office
Home visits served from this office	N/A

Clinic Type/Title	How with these services be provided?
Breastfeeding	Integrated into EarlyON site in Guelph (Stone Rd Mall location)
Preschool Speech Language	Chancellors Way ; exploring opportunities within EarlyON sites including EarlyON at Shelldale

Class Title	How will these services be provided?
Preschool Speech and Language Parent Orientation	Offered at Chancellor’s Way office also exploring using EarlyON site at Shelldale
Prenatal	Integrated into EarlyON site at Stone Road Mall
P2P	Integrated into EarlyON site at Shelldale

COMMUNITY HEALTH AND WELLNESS

	How will these services be provided?
# Staff assigned as base office	N/A
# Appointments in one year	Offered at Chancellor’s Way office

Clinic Type/Title	How with these services be provided?
Immunization/Sexual Health	Chancellor’s Way Office M-F and Shelldale Guelph Community Health Centre Space 3.5 hours per week beginning June 2018

APPENDIX “B”

MOUNT FOREST Services Transition 2018

FAMILY HEALTH

	How will these services be provided?
Staff assigned as base office	Base office will be another WDGPH office
Dental visits	Casual rental of space
Home visits served from this office	Serviced from staff in Fergus Office – home visits not conducted in the office

Clinic Type/Title	How with these services be provided?
Breastfeeding	Casual rental of space (Location to be announced)
Preschool Speech Language	Casual rental of space (location to be announced)

Class Title	How will these services be provided?
Preschool Speech and Language Parent Orientation	Casual rental of space

COMMUNITY HEALTH AND WELLNESS

	How will these services be provided?
Staff assigned as base office	Staff moving to Fergus Office in Fall 2018
Appointments in one year	Community partner (still exploring locations)

Clinic Type/Title	How with these services be provided?
Immunization/Sexual Health	Community partner (Location to be announced)