

# **Minutes of the Human Resources Committee Meeting**

**December 7, 2016 > 2:30 p.m. – 4:00 p.m.**  
**Fergus Teaching Room**

**Present:** Keith Perron (Chair), Margaret Abbink and Nancy Sullivan.

**Regrets:** June Hofland and Allen Taylor.

**Staff:** Dr. Mercer, Chris Beveridge, Liz Bowden, Rita Sethi, Kyle Wilson, Justin Brown, Shanna O’Dwyer and Sylvia Muir (Recording Secretary).

**Guests:** NONE.

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**1. Call to Order**

K. Perron called the meeting to order at 2:30 p.m.

**2. Changes and/or additions to the Agenda**

**MOTION: “To approve the Agenda for the December 7, 2016 meeting, as presented.”**

**Moved: N. Sullivan**  
**Seconded: M. Abbink** **CARRIED**

**3. Approval of Minutes**

**MOTION: “To approve the Open Session Minutes of the Human Resources Committee meeting of October 11, 2016 – not including the Closed Session Minutes of October 11, 2016.”**

**Moved: M. Abbink**  
**Seconded: N. Sullivan** **CARRIED**

**4. Presentation(s)**

- Closed Session PP presentation to take place in conjunction with Closed Session Human Resources Report BH.05.DEC0716.R15, below, at #8 (Closed Session).

**5. Human Resources Committee Report(s):**

BH.05.DEC0716.R14 – Report on Community Engagement and Responsiveness – Section 5 of the Ontario Public Health Organizational Standards

Dr. Mercer and L. Bowden reviewed Human Resources Committee Report BH.05.DEC0716.R14, as follows:

- This report outlines the Agency’s compliance with section 5 of the Ontario Public Health Organizational Standards.

**MOTION: “That the Human Resources Committee make recommendation to the Board to Health to receive Human Resources Committee Report BH.05.DEC0716.R14 – Report on Community Engagement and Responsiveness – Section 5 of the Ontario Public Health Organizational Standards, as presented, for information.”**

**Moved: N. Sullivan**  
**Seconded: M. Abbink** **CARRIED**

**6. Discussion(s):**

- NONE.

**7. Closed Session:**

- To approve the Closed Session Human Resources Committee Minutes of October 11, 2016.
- Closed Session Human Resources Committee Report BH.05.DEC0716.R15 [labour relations and/or employee negotiations].

Committee agreed to allow Justin Brown (HR Manager) and Shanna O’Dwyer (Finance Manager) to remain for Closed Session.

(2:43)

**MOTION: “To move into Closed Session to approve the Closed Session Human Resources Committee Minutes of October 11, 2016 and to review the Closed Session Human Resources Committee Report BH.05.DEC0716.R15 re [labour relations and/or employee negotiations].”**

**Moved: M. Abbink**  
**Seconded: N. Sullivan** **CARRIED**

**Human Resources Committee Meeting**  
**December 7, 2016 from 2:30 – 4:00 p.m.**  
**Fergus Teaching Room**

**CLOSED SESSION**

**Present:** Keith Perron (Chair), Margaret Abbink and Nancy Sullivan.

**Regrets:** June Hofland and Allen Taylor.

**Staff:** Dr. Mercer, Chris Beveridge, Liz Bowden, Rita Sethi, Kyle Wilson, Justin Brown, Shanna O'Dwyer and Sylvia Muir (Recording Secretary).

**Guest(s):** NONE.

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**CLOSED SESSION MINUTES TO BE PROVIDED UNDER SEPARATE COVER.**

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(3:36) Returned to Open Session.

**MOTION: “To ratify the decisions made in Closed Session at the December 7, 2016 Human Resources Committee meeting.”**

**Moved: N. Sullivan**  
**Seconded: M. Abbink CARRIED**

*Motion(s) brought forward from Closed Session:*

**(a) MOTION: “That the Human Resources Committee makes recommendation to the Board of Health to receive Closed Session Human Resources Committee Report BH.05.DEC0716.R15, as amended, for information.”**

**Moved: N. Sullivan**  
**Seconded: M. Abbink CARRIED**

**(b) MOTION: “That the Human Resources Committee makes recommendation to the Board of Health to provide direction to the negotiating team as outlined in Closed Session Human Resources Committee Report BH.05.DEC0716.R15, as amended.”**

**Moved: N. Sullivan**  
**Seconded: M. Abbink CARRIED**

**8. Next Meeting:**

► There are no further Human Resources Committee meetings scheduled for the remainder of 2016. Any additional meeting would be at the call of the Chair.

**9. Adjournment at 3:38 p.m.**

**MOTION: “To adjourn meeting.”**

**Moved: M. Abbink**  
**Seconded: N. Sullivan CARRIED**