

**Wellington-Dufferin-Guelph Public Health**  
**MINUTES OF BOARD OF HEALTH**  
**Wednesday May 1, 2024**

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The Board of Health of Wellington-Dufferin-Guelph Public Health Unit met at 2:03 p.m. at the GUELPH office.

**Members in attendance were:** George Bridge (Chair), Rodrigo Goller, Erin Caton, Ralph Manktelow, Guy Gardhouse, Steve Cavell, David Anderson, Sandra Starr, and Chris White.

**Member(s) with regrets:** Linda Busuttill.

**Ex-officio member(s) in attendance:** Dr. Mercer, Medical Officer of Health & CEO.

**Staff members in attendance were:** Chris Beveridge, Dr. Matthew Tenenbaum, Rita Isley, David Kingma, Kyle Wilson, Lisa Hebden, Emerson Rajaram, Patryk Wardach, Camille Loucks, Brian Herman, Chuck Ferguson, Anna Vanderlaan, Julian Martalog, Phil Wong, Liliana Marinko, Shelley Nuhn, Mary Anne Kozdras, Danny Williamson and Laura Kelly (Recording Secretary).

**Guests in attendance were:** Joanne Shuttleworth (MEDIA), Adam Donaldson (MEDIA), Taylor Pace (MEDIA).

**1.0 Call to Order**

**1.1 Land Acknowledgement**

Chair G. Bridge called the meeting to order at 2:03 p.m., and Dr. Mercer read the WDGPH Land Acknowledgement in full.

**2.0 Disclosure(s) of Pecuniary Interest**

There are no disclosures of pecuniary interest declared at this time.

**3.0 Approval of Minutes**

**MOTION: “To approve the Minutes of April 3, 2024 as presented.”**

<b>Moved:</b>	<b>R. Manktelow</b>	
<b>Seconded:</b>	<b>D. Anderson</b>	<b>CARRIED</b>

#### 4.0 MOH Updates

MOH Update(s):

Dr. Mercer provided an update as follows:

- The current status of measles cases within Ontario, specifically Halton region were reviewed.
- The upcoming CMHA Mental Health Week, centered around the theme “The Healing Power of Compassion” commences next week.
- Recognizing the pervasive impact of mental health on individuals, a gentle reminder was provided to foster compassion towards those who may be navigating mental health challenges.
- Dr. Matthew Tenenbaum, Associate Medical Officer of Health, is scheduled to host a Parent Information Session on May 15<sup>th</sup> from 7:00 p.m. – 8:00 p.m. focusing on the topic of ‘Cannabis and Other Drugs’. Registration is available through the WDGPH website.

#### 5.0 Presentation(s)

Data and Analytics Innovation in Public Health

J. Martalog and J. Angevaare presented in conjunction with Board of Health report BH.01.MAY0124.R16 - (see 8.0 BOH Report(s) for summary).

#### 6.0 Business Arising

- None.

#### 7.0 Consent Agenda

- **BH.01.MAY0124.C08 – Health Protection 2024 First Quarter Performance Indicator Summary**

**MOTION: “To receive the Consent Agenda item(s) which have been given due consideration, for information.”**

**Moved: E. Caton**

**Seconded: S. Cavell**

**CARRIED**

#### 8.0 BOH Report(s)

##### **BH.01.MAY0124.R16 – Data and Analytics Innovation in Public Health**

Dr. Mercer introduced and J. Martalog and J. Angevaare presented on screen and reviewed the contents of BOH Report BH.01.MAY0124.R16– as follows:

- WDGPH consistently stands at the forefront among Ontario Public Health Units (PHU) in adopting innovative technologies.

- The Agency is currently advancing five key projects and initiatives for 2024 that are poised to substantially enhance public health practices. These include the development of an improved tool for generating Immunization of School Pupils Act (ISPA) notices and expanding partnerships to increase the utilization of the Agency’s Chatbot.
- Committed to equity and inclusivity, WDGPH will continue to collaborate with its partners, ensuring that technological and operational developments are in sync with the community’s changing needs.

**MOTION: “That the Board of Health receive BOH Report BH.01.MAY0124.R16 – Data and Analytics Innovation in Public Health as presented for information.”**

**Moved: R. Manktelow**  
**Seconded: S. Starr** **CARRIED**

**BH.01.MAY0124.R17 – Special Event Digital Inspection Project**

Dr. Mercer introduced and P. Medeiros reviewed the contents of BOH Report BH.01.MAY0124.R17 – as follows:

- In 2023, WDGPH initiated a pilot project utilizing mobile devices for conducting inspections of food vendors at special events, aiming to enhance the procedural efficiency and data analysis.
- The pilot highlighted improvements in inspection efficiency and data management with high acceptance among Public Health Inspectors (PHI).
- The Agency has transitioned to using mobile devices for all special event vendor inspections and will continue to streamline internal processes to maintain community health and safety effectively.

**MOTION(1): “That the Board of Health receive BOH Report BH.01.MAY0124.R17 – Special Event Digital Inspection Project as presented, for information.”**

**Moved: D. Bull**  
**Seconded: R. Manktelow** **CARRIED**

**BH.01.MAY0124.R18 – Corporate Communications Annual Report 2023**

Dr. Mercer introduced and C. Ferguson reviewed the contents of BOH Report BH.01.MAY0124.R18 – as follows:

- C. Ferguson presented on screen and reviewed the annual report.
- The report detailed the strategic pivot in 2023 from primarily COVID-19 focused communications to a broader engagement with community members about the various programs, services and resources offered by the Agency.
- Notably, website traffic has increased by 150% compared to pre-pandemic levels in 2019.

- Looking forward through the 2024-2028 Strategic Plan, the focus will be on expanding the reach of these communications and reinforcing messages that promote health and wellbeing for all.

**MOTION: “That the Board of Health receive BOH Report BH.01.MAY0124.R18 – Corporate Communications Annual Report 2023 as presented, for information.”**

**Moved: D. Anderson**

**Seconded: R. Goller**

**CARRIED**

**BH.01.MAY0124.R19 – Empowering Health for All: Launching an e-Learning Environment**

Dr. Mercer introduced and P. Wong reviewed the contents of BOH Report BH.01.MAY0124.R19 – as follows:

- P. Wong presented on screen and thanked the project team for their efforts.
- WDGPH will be launching a mobile-friendly online learning platform (learn.wdgph.ca) to improve and streamline educational experiences for professionals and community members alike.
- This platform greatly enhances access to public health education, allowing for an inclusive, impactful educational experience across geographical and socio-economic barriers.
- The next courses planned involve food safety as well as tobacco and vaping within school settings.

**MOTION: “That the Board of Health receive BOH Report BH.01.MAY0124.R19 – Empowering Health for All: Launching an e-Learning Environment as presented, for information.”**

**Moved: D. Bull**

**Seconded: S. Starr**

**CARRIED**

**BH.01.MAY0124.R20 – STI Trends Reported in Wellington-Dufferin-Guelph: 2023**

Dr. Mercer introduced and R. Isley reviewed the contents of BOH Report BH.01.MAY0124.R20 – as follows:

- The Ontario Health Protection and Promotion Act Regulation mandates reporting of certain Diseases of Public Health Significance (DoPHS), including sexually transmitted infections (STIs), to public health units; WDGPH follows up on these reports by contacting cases for information gathering and counselling to mitigate the risk of further spread.
- The Agency also monitors STI incidence and trends within the local population.
- The 2023 data assessment reflected the Agency’s improved control measures and the resumption of healthcare services which aid in accurate trend assessment and ongoing surveillance.

**MOTION: “That the Board of Health receive BOH Report BH.01.MAY0124.R20 – STI Trends Reported in Wellington-Dufferin-Guelph: 2023 as presented, for information.”**

**Moved: E. Caton**  
**Seconded: R. Manktelow** **CARRIED**

## 9.0 Committee (Verbal) Report(s)

### Finance + Audit Committee Report:

Chris White, Secretary Treasurer, assumed the Chair and read the following motions:

**MOTION(1): “That the Finance + Audit Committee makes recommendation to the Board of Health to receive Finance + Audit Committee Report BH.04.MAY0124.R04 – Draft Audited Financial Statements, as presented, for information.”**

**Moved: D. Bull**  
**Seconded: D. Anderson** **CARRIED**

**MOTION(2): “That the Finance + Audit Committee makes recommendation to the Board of Health to approve the Draft Audited Financial Statements, as presented in Appendix 1.”**

**Moved: R. Goller**  
**Seconded: G. Bridge** **CARRIED**

**MOTION: “That the Finance + Audit Committee makes recommendation to the Board of Health to receive Finance + Audit Committee Report BH.04.MAY0124.R05 – Compliance Report: Stewardship of Management Operations, as presented, for information.”**

**Moved: E. Caton**  
**Seconded: S. Cavell** **CARRIED**

C. White relinquished the Chair to G. Bridge, BOH Chair.

- See Closed Session at #12

### Human Resources Committee Report:

- NONE.

### Executive Committee Report:

- NONE.

## 11.0 Correspondence

- NONE.

Media and Public attendees were asked to leave the meeting, at this time, as this Board of Health meeting contains a “Closed Session” section which falls under the exemptions pursuant to Section 239 of the *Municipal Act*. Please note that this session is **not** open to members of the public or the press.

(2:59) The Open Session portion of the meeting ended, and everyone left the meeting room.

## 12.0 CLOSED SESSION

- To approve the Closed Session minutes of April 3, 2024 [labour relations or employee negotiations and personal matters about an identifiable individual, including BOH employees].
- To receive Closed Session Finance + Audit Committee (Verbal) Report from Chair – MAY 01/24 [the security of the property of the BOH].
- To receive MOH Update(s) [personal matters about an identifiable individual, including BOH employees]

**MOTION: “To move into Closed Session to approve the Closed Session Minutes of April 3, 2024 [labour relations or employee negotiations and personal matters about an identifiable individual, including BOH employees]; and to receive Closed Session Finance + Audit Committee (Verbal) Report from Chair – MAY 01/24 [the security of the property of the BOH] ;and to receive MOH Update(s) [personal matters about an identifiable individual, including BOH employees].**

**Moved: D. Anderson**

**Seconded: S. Cavell**

**CARRIED**

**Wellington-Dufferin-Guelph Public Health**  
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**CLOSED SESSION**

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**Members in attendance were:** George Bridge (Chair), Guy Gardhouse, Ralph Manktelow, David Anderson, Sandra Starr, Duncan Bull, Steve Cavell and Chris White.

**Member(s) with regrets were:** Linda Busuttill.

**Ex-officio member(s) in attendance were:** Dr. Mercer, Medical Officer of Health & CEO.

**Staff member(s) in attendance were:** Rita Isley, David Kingma, Kyle Wilson, Chris Beveridge, Dr. Matthew Tenenbaum, and Laura Kelly (Recording Secretary).

**Guest(s) in attendance were:** NONE.

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

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**(3:51) Returned to Open Session.**

*Motions to be brought into Open Session:*

***MOTION: “That the Board of Health approve the Closed Session Minutes of April 3, 2024, as presented.”***

***MOTION: “That the Finance + Audit Committee makes recommendation to the Board of Health to receive Finance + Audit Committee Report BH.04.MAY0124.R06 – 2024 Insurance Renewal: Liability and Cyber, as presented, for information.”***

**MOTION: “To ratify the Closed Session decisions of the May 1, 2024 Board of Health meeting.”**

<b>Moved:</b>	<b>S. Cavell</b>	
<b>Seconded:</b>	<b>E. Caton</b>	<b>CARRIED</b>

**13.0 Adjournment**

The meeting was adjourned at 3:53 p.m.

**MOTION: “To adjourn the meeting.”**

<b>Moved:</b>	<b>R. Goller</b>	
<b>Seconded:</b>	<b>D. Bull</b>	<b>CARRIED</b>