

**Wellington-Dufferin-Guelph Public Health**  
**MINUTES OF BOARD OF HEALTH**  
**Wednesday September 6, 2017**

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The Board of Health of Wellington-Dufferin-Guelph Public Health Unit met at 4:00 p.m. at the **GUELPH** Office.

**Members in attendance were:** Ms. Nancy Sullivan (Chair), Ms. Margaret Abbink, Mr. William Baxter, Ms. Christine Billings, Mr. George Bridge, Mr. Guy Gardhouse, Mr. Cam Guthrie, Ms. June Hofland, Mr. Dennis Lever, Ms. Nancy MacDonald, Mr. Ken McGhee, Mr. Lambert Otten, Mr. Allen Taylor and Mr. Chris White.

**Member(s) with regrets:** NONE.

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

**Staff members in attendance were:** Mr. Chris Beveridge, Ms. Liz Bowden, Ms. Andrea Roberts, Mr. Kyle Wilson, Mr. Chuck Ferguson, Ms. Jennifer MacLeod, Ms. Jessica Morris, Ms. Shanna O'Dwyer, Ms. Liz Robson, Mr. Parteek Shukla, Ms. Leslie Binnington, Ms. Hillary Hettinga and Ms. Sylvia Muir (Recording Secretary).

**Guests in attendance were:** NONE.

## **1.0 Call to Order**

N. Sullivan (Chair) called the meeting to order at 4:00 p.m.

Welcome of New BOH Member & Status of BOH Vacancies
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- N. Sullivan welcomed Ms. Nancy MacDonald (representing the County of Wellington) to the WDGPH BOH.
- The WDGPH BOH has one remaining provincial appointment vacancy (representing the City of Guelph).

2017-18 alPHa/TOPHC Events (alPHa Nov 3/17; alPHa Feb 23/18; TOPHC Mar 21-23, 2018 + alPHa Jun 10-12, 2018)
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- N. Sullivan reminded the BOH of the upcoming alPHa and TOPHC conferences.
- If interested in attending, BOH members to let N. Sullivan know.

Introduction of New WDGPH Employee
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- Dr. Mercer introduced Mr. Parteek Shukla, Quality Performance Specialist to the BOH.

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

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

### 3.0 Approval of Agenda

**MOTION: “To approve the Agenda distributed for the September 6, 2017 BOH meeting, as presented.**

**Moved: J. Hofland**  
**Seconded: K. McGhee** **CARRIED**

### 4.0 Approval of Minutes

**MOTION: “To approve the Minutes of June 7, 2017, as presented.”**

**Moved: G. Bridge**  
**Seconded: M. Abbink** **CARRIED**

### 5.0 MOH Updates

Dr. Mercer provided updates on the following matters:

#### Rabies Update

- The bat strain has been reported in Wellington-Dufferin-Guelph in August, 2017.
- WDGPH sent a Media Release re Rabid Bat on August 25, 2017. There was no human contact.
- Rabies Vaccine Baiting will take place, by hand, in urban green spaces until October 2017.

(4:08) C. Guthrie arrived.

#### West Nile Virus (WNV) Update

- 3 positive mosquito pools were found in Guelph.
- There are 2 human cases of WNV.
- There is 1 bird (American Crow) that tested positive for WNV.

#### Changes to the Provincial Requirements for Religious and Conscientious Exemptions for Immunization School Pupils Act (ISPA) Vaccine Requirements

After September 1, 2017:

- Parents make an appointment with public health to attend an education session.
- Parents attend a vaccine education session delivered via computer in person at a public health office. Takes approximately 30 minutes to complete.
- Parents meet with a public health nurse to discuss any questions, comments or concerns regarding the education session.
- Parents receive a certificate of completion after meeting with the public health nurse
- Parents complete a revised Religious and Conscientious Exemption form and have it signed by a Notary Public
- Return completed Religious and Conscientious Exemption form to public health via mail, fax or in person

**6.0 Presentation(s)**

- NONE.

**7.0 Business Arising**

alPHa Resolution A17-6 Fluoride Varnish Programs for Children at Risk for Dental Caries

- Dr. Mercer advised that WDGPH’s Resolution was passed. As a result, alPHa sent a letter to the MOHLTC asking them to provide funding.

**8.0 Consent Agenda**

- NONE.

**9.0 BOH Report(s)**

**BH.01.SEP0617.R21 – My Health eSnapshot: Preconception Health Research Study**

Dr. Mercer reviewed the contents of BOH Report BH.01.SEP0617.R21.

**MOTION:**

- (a) **“That the Board of Health receive BOH Report BH.01.SEP0617.R21 – My Health eSnapshot: Preconception Health Research Study, as presented, for information.”**

**Moved: J. Hofland**

**Seconded: A. Taylor**

**CARRIED**

**BH.01.SEP0617.R22 – Campylobacter Outbreak Investigation**

Dr. Mercer reviewed the contents of BOH Report BH.01.SEP0617.R22.

**MOTION:**

- (a) **“That the Board of Health receive BOH Report BH.01.SEP0617.R22 – Campylobacter Outbreak Investigation, as presented, for information.”**

**Moved: J. Hofland**

**Seconded: C. Guthrie**

**CARRIED**

**BH.01.SEP0617.R23 – Dental Infection Control Lapse Patient Recall**

Dr. Mercer reviewed the contents of Report BH.01.SEP0617.R23.

**MOTION:**

- (a) **“That the Board of Health receive BOH Report BH.01.SEP0617.R23 – Dental Infection Control Lapse Patient Recall, as presented, for information.”**

Moved: C. Billings  
Seconded: J. Hofland

CARRIED

**BH.01.SEP0617.R24 – Community Actions to Address Opioid Addiction and Harm in Wellington, Dufferin and Guelph**

Dr. Mercer reviewed the contents of Report BH.01.SEP0617.R24.

**MOTION:**

- (a) “That the Board of Health receive BOH Report BH.01.SEP0617.R24 – Community Actions to Address Opioid Addiction and Harm in Wellington, Dufferin and Guelph, as presented, for information.”

Moved: K. McGhee  
Seconded: J. Hofland

CARRIED

**10.0 Committee (Verbal) Report(s)**

**Audit Committee Report:**

- No update.

**Facilities Committee Report:**

- No update.

**Finance Committee Report:**

- No update.

**Human Resources Committee Report:**

W. Baxter, Human Resources Committee Chair, provided an update advising that the Human Resources Committee met on Jun 14/17 to review/discuss the following matter(s):

BH.05.JUN1417.R01 – 2016 Human Resources Report

BH.05.JUN1417.R02 – 2017 Human Resources Strategy

**The following Motion(s) were passed in Open Session at the Human Resources Committee meeting of Jun 14/17:**

**BH.05.JUN1417.R01 – 2016 Human Resources Report:**

(a) MOTION: “That the Human Resources Committee makes recommendation to the Board of Health to receive Human Resources Committee Report BH.05.JUN1417.R01 – 2016 Human Resources Report, as presented, for information.”

Moved: M. Abbink  
Seconded: J. Hofland CARRIED

**BH.05.JUN1417.R02 – 2017 Human Resources Strategy:**

(a) MOTION: “That the Human Resources Committee makes recommendation to the Board of Health to receive Human Resources Committee Report BH.05.JUN1417.R02 – 2017 Human Resources, as presented, for information.”

Moved: M. Abbink  
Seconded: J. Hofland CARRIED

**Motion(s) passed at the Sep 6/17 BOH Meeting:**

(a) MOTION: “That the Board of Health accepts the recommendation of the Human Resources Committee to receive Human Resources Committee Report BH.05.JUN1417.R01 – 2016 Human Resources Report, as presented, for information.”

Moved: W. Baxter  
Seconded: G. Bridge CARRIED

(a) MOTION: “That the Board of Health accepts the recommendation of the Human Resources Committee to receive Human Resources Committee Report BH.05.JUN1417.R02 – 2017 Human Resources Strategy, as presented, for information.”

Moved: W. Baxter  
Seconded: C. White CARRIED

***Executive Committee Report:***

Dr. Mercer, on behalf of the Executive Committee Chair, provided an update advising that the Executive Committee met on Jul 19/17 & Jul 26/17 to review/discuss the following matter(s):

Letter from the Honourable Eric Hoskins, Minister, MOHLTC and “Public Health within an Integrated Health System” – Report of the Minister’s Expert Panel on Public Health Document

The Ministry set up 3 Committees (Standards, PH Work Stream and Expert Panel). They also set up a process by which BOHs could respond to the Public Health Work Stream Report which required completion of a survey on behalf of the BOH, in July.

## Consultation & Finalization re Public Health Work Stream Survey Summary

Review of document took place. Document was finalized and submitted. The Report of the Expert Panel was released following the Public Health Work Stream and the consultation process and timelines were just announced. In the interim, prior to the announcement of the consultation process, the BOH Chair sent a letter to the Minister (MOHLTC) stating that the WDGPH BOH looks forward to active participation in the consultation process and to further inform the MOHLTC that this topic will be placed on the WDGPH BOH Agenda, for the Sep 6/17 meeting, for discussion. N. Sullivan was interviewed as part of a McMaster University research project on Public Health integration and will be attending a MOHLTC information session on September 29, 2017 for BOH Chairs.

### 11.0 Correspondence

- Anne Warren, Chair, Board of Directors, Leeds, Grenville and Lanark District Health Unit Letter to the Honourable Eric Hoskins, Minister, MOHLTC re Support of Low Income Adult Dental Program in Ontario.
- Jackie Wood, Director, Planning and Performance Branch and Elizabeth Walker, Director, Accountability and Liaison Branch, Population and Public Health Division Memorandum to Board of Health Chairs re 2017 Public Health Funding and Accountability Agreement Indicators.
- Dr. Eric Hoskins, Minister, MOHLTC Response Letter re WDGPH Recommendations re Passing of Bill 178 – the Smoke-Free Ontario Amendment Act, 2016 and Regulating Herbal Shisha.

**(a) MOTION: “That the Board of Health receive the above-noted Correspondence.”**

**Moved: J. Hofland**  
**Seconded: D. Lever** **CARRIED**

### 12.0 CLOSED SESSION

- To approve the Closed Session BOH Minutes of June 7, 2017.
- MOH Closed Session Updates [personal matters about an identifiable individual].
- Executive Committee Report from Chair – Jul 16/17 + Jul 26/17 [personal matters about an identifiable individual]:
  - ▶ Public Health Work Stream Report Back and Summary Document; and
  - ▶ Discussions on Staffing Implications re “Public Health within an Integrated Health System” – Report of the Minister’s Expert Panel on Public Health Document.

**(5:09)**

**MOTION: “To move into Closed Session to approve Closed Session BOH Minutes of June 7, 2017; to receive Closed Session MOH Updates [personal matters about an identifiable individual, including BOH employees]; to discuss Public Health Work Stream Report Back and Summary Document; and to review and hold discussions on Staffing Implications re “Public Health within an Integrated Health System” – Report of the Minister’s Expert Panel on Public Health Document.”**

**Moved: K. McGhee**  
**Seconded: J. Hofland** **CARRIED**

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**CLOSED SESSION**

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**Member(s) with regrets were:** NONE.

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

**Staff member(s) in attendance were:** Mr. Chris Beveridge, Ms. Liz Bowden, Ms. Andrea Roberts, Mr. Kyle Wilson and Ms. Sylvia Muir (Recording Secretary).

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

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

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**(6:30) Returned to Open Session.**

**MOTION: “To Ratify the Closed Session Decisions of the September 6, 2017 Board of Health meeting.”**

**Moved: A. Taylor**  
**Seconded: G. Gardhouse** **CARRIED**

**13.0 Adjournment**

The meeting was adjourned at 6:30 p.m.

**MOTION: “To adjourn the meeting.”**

**Moved: J. Hofland**  
**Seconded: W. Baxter** **CARRIED**