

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, January 27, 2021, via teleconference. Audio live streaming of the proceedings was provided for the public.

PRESENT:

Nipissing District:

Central Appointee	Dave Butti
Central Appointee	Nancy Jacko
Central Appointee	Stuart Kidd
Central Appointee	Scott Robertson
Central Appointee	Tanya Vrebosch
Eastern Appointee	Dean Backer
Western Appointee	Dan Roveda

Parry Sound District:

North Eastern Appointee	Blair Flowers
South Eastern Appointee	Marianne Stickland
Western Appointee	Don Brisbane
Public Appointees:	Gary Guenther
	Mike Poeta

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Chirico
Master of Public Health Student	Dr. Carol Zimbalatti
Executive Director, Clinical Services/Chief Nursing Officer	Shannon Mantha
Executive Director, Community Services	Louise Gagné
Executive Director, Corporate Services/Privacy officer	Paul Massicotte
Executive Director, Finance	Isabel Churcher
Executive Director, Human Resources	Josée Goulet

REGRETS:

RECORDER:

Management Administrative Assistant	Sheri Beaulieu
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1.0 CALL TO ORDER

In keeping with public health measures related to the COVID-19 pandemic, the Board of Health meet electronically. Audio live streaming of the meeting was available to the public through a link provided on the Health Unit's website.

Dr Chirico called the Board of Health meeting to order at 5:35 p.m.

2.0 ELECTION

Nominations for the Chairperson and Vice-Chairperson positions were conducted electronically prior to the start of the Board of Health meeting.

2.1 Election of Chairperson

Dr. Chirico opened the floor for further nominations. Having no further nominations, the following motion was read:

Board of Health Resolution #BOH/2021/01/01 *Brisbane/Butti

Whereas, in accordance with Board of Health Policy, B-G-005, item 4.1.4, the Chairperson may serve a maximum of three consecutive one-year terms of office and then revert back to serving as a member of the Board of Health for one year before they can once again stand for the position of Chairperson; and

Whereas, Board of Health Policy B-G-005, item 4.1.5 states that under special circumstances, the Board of Health approval of the Chairperson's term of office may be extended.

Now Therefore Be It Resolved, that the Board of Health approves a one-year extension to the Chairperson's term of office and appoints Nancy Jacko as Chairperson of the Board of Health for the North Bay Parry Sound District Health Unit for the year 2021.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

"Carried"

2.2 Election of Vice-Chairperson

Nancy Jacko assumed the roll as Chairperson and opened the floor for further nominations. Having no further nominations, the following motion was read:

Board of Health Resolution #BOH/2021/01/02 *Stickland/Guenther

Be It Resolved, that Don Brisbane be elected Vice-Chairperson of the Board of Health for the year 2021.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

3.0 APPROVAL OF THE AGENDA

The agenda for the January 27, 2021, Board of Health meeting was reviewed and the following motion was read:

Board of Health Resolution #BOH/2021/01/03 *Backer/Kidd

Be It Resolved, that the Board of Health Agenda, dated January 27, 2021, be approved.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Board of Health Minutes – December 9, 2020

The minutes from the Board of Health meeting held on December 9, 2020, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2021/01/04 *Vrebosch/Stickland

Be It Resolved, that the minutes from the Board of Health meeting held on December 9, 2020, be approved as presented.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

5.2

The in camera minutes for the Board of Health meeting on December 9, 2020, were reviewed and the following motion read:

Board of Health Resolution #BOH/2021/01/05 *Vrebosch/Stickland

Be It Resolved, that the in camera minutes from the Board of Health meeting held on December 9, 2020, be approved as presented.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

6.0 DATE OF NEXT MEETING

The proposed meeting schedule for 2021 was presented and the following motion was read:

Board of Health Resolution #BOH/2021/01/06 *Guenther/Backer

Be It Resolved, that in accordance with Board of Health Bylaw Section II, #18, the Board of Health approve the regular meeting schedule for the year 2021 as follows:

DATE	MEETING	TIME
January 27 <i>*This date is carried over from the 2020 approved schedule; for information only</i>	Finance and Property Committee Board of Health Meeting	5 – 7 p.m.
February 24	Finance and Property Committee Board of Health Meeting	5 – 7 p.m.
April 28	Finance and Property Committee Board of Health	5 – 7 p.m.
June 23	Board of Health	5 – 7 p.m.
September 22	Finance and Property Committee Board of Health	5 – 7 p.m.
November 24	Personnel Policy, Employee and Labour Relations Committee Board of Health	5 – 7 p.m.
December 1	Finance and Property Committee Board of Health	5 – 7 p.m.
January 26, 2022	Finance and Property Committee Board of Health	5 – 7 p.m.

And Furthermore Be It Resolved, that the Board of Health meetings are held at the North Bay Parry Sound District Health Unit, Main Office, North Bay, with the exception of one meeting that will be held at the Parry Sound Branch Office, if possible. The Parry Sound meeting date is to be determined.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

7.0 APPOINTMENT OF STANDING COMMITTEES FOR 2021

The following motion was read:

Board of Health Resolution #BOH/2021/01/07 *Kidd/Brisbane

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve the appointment of the following Board of Health Standing Committees for 2021:

1. A **Finance and Property Committee** comprised of all Board members to deal with matters of finance, banking, insurance, property, and financial policies of the Board of Health; and
2. A **Personnel Policy, Labour/Employee Relations Committee** comprised of all Board members to deal with matters related to collective agreements (unions) and employment policies (non-union), and personnel policies of the Board of Health.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	X			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

8.0 APPOINTMENT OF SIGNING OFFICERS FOR 2021

The following motion was read:

Board of Health Resolution #BOH/2021/01/08 *Vrebosch/Butti

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve the signing officers for the year 2021 as follows:

Board of Health Chairperson

Nancy Jacko

Board of Health Vice-Chairperson

Don Brisbane

<i>Medical Officer of Health/Executive Officer</i>	<i>Dr. Jim Chirico</i>
<i>Executive Director, Clinical Services and Chief Nursing Officer</i>	<i>Shannon Mantha</i>
<i>Executive Director, Community Services</i>	<i>Louise Gagné</i>
<i>Executive Director, Corporate Services and Privacy Officer</i>	<i>Paul Massicotte</i>
<i>Executive Director, Finance</i>	<i>Isabel Churcher</i>
<i>Executive Director, Human Resources</i>	<i>Josée Goulet</i>

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

9.0 APPOINTMENT OF LEGAL ADVISORS FOR 2021

The following motion was read:

Board of Health Resolution #BOH/2021/01/09 *Stickland/Guenther

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve the appointment of the following legal advisors for the year 2021:

Corporate Legal Advisors:

- *The Corporation of the City of North Bay*
 - *Lucenti, Orlando & Ellies LLP*
 - *Frank Williams & Associates*

Enforcement Legal Advisors:

- *Joseph D. Kennedy B.A., LL.B., C.S.*
- *The Corporation of the City of North Bay*

Health Protection and Promotion Act (HPPA) Legal Advisors:

- *Joseph D. Kennedy B.A., LL.B., C.S.*
 - *Middlebro’ & Stevens LLP*
 - *Larmer Stickland*

Labour Relations Legal Advisors:

- *Filion Wakely Thorup Angeletti LLP*

and,

Furthermore Be It Resolved, that the North Bay Parry Sound District Health Unit may use additional legal advisors as directed by the Medical Officer of Health/Executive Officer, and approved by resolution at the next regular Board of Health meeting.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

10.0 BUSINESS ARISING

There was nothing brought up under Business Arising.

11.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health dated January 27, 2021, was presented to the Board of Health for information purposes.

An additional verbal update from the Medical Officer of Health was also provided. The update included the following:

- An update for COVID-19 statistics globally, nationally, provincially, and locally was provided
- Variants of concern are circulating in the province
- The Health Unit is currently completing 100% of contact tracing and case management within the required 24-hour time period
- There has been some confusion surrounding expiration dates with the various acts and regulations (which included the Stay-at-Home Order under the regulation) involved in the January 12 declaration of emergency; they all have different expiry dates.
- The public is encouraged to check the Health Unit website for the current expiry dates
- Any of the dates can be extended, depending on the situation
- The current stay-at-home order is to do with the rising cases, the increase in deaths and hospital admission; the projected modelling has painted a dire picture
- People are to stay at home other than for essential reasons, as outlined by the province
- The message from the province to us is to do what we need to do to make that happen
- The additional restriction in place for the Health Unit district has not been popular and has been controversial, but the province is facing a health crisis and measures need to put in place now to help save lives and protect the healthcare system

- The Health Unit does support physical activity when public health measures are followed
- The north does not have the necessary staff to deal with a crisis of community spread
- The variant of concern is what the Health Unit is the most concerned about; it poses a significant threat. The virus is changing and adapting in order to survive
- Three new variants have been discovered since fall 2020; the UK variant has been identified just south of our district's border
- The local numbers are starting to move in the right direction, but we are not there yet
- The numbers need to be kept low to reduce the burden on the public health and health care systems; people may not be fully aware how fragile the system is
- We have the opportunity to contain this if we do everything we can to act now and not be complacent with the low case numbers in our district
- The Health Unit was scheduled to receive the first doses of vaccine February 1; the shipment was received January 25, so vaccination of residents of long-term care and elder care homes commenced January 26
- The Health Unit will meet the target date of February 5 to get this population immunized with the first dose
- There have been some issues with receiving vaccines; the province is doing all they can under very difficult circumstances
- The Health Unit has been working collaboratively with community partners to get this entire process organized and in place and ready to move as quickly as possible once vaccines are received
- We still need to follow public health directions until we get this under control; countries that followed strict guidelines have typically had their case counts drop and their economies bounce back more quickly; there is good evidence that this works
- According to current data, the vaccines should be effective against the variants of concern
- Dr. Chirico commended all the Health Unit staff, the Board members, community partners, and the communities at large for their patience and for following the public health measures

Comments and questions from Board members were addressed.

12.0 BOARD COMMITTEE REPORT

12.1 Finance and Property Committee

A Finance and Property Committee meeting was held immediately prior to the Board of Health meeting.

The following motion was read:

Board of Health Resolution #BOH/2021/01/10 *Butti/Backer

Be It Resolved, that on the recommendation of the Finance and Property Committee, the Board of Health for the North Bay Parry Sound District Health Unit approve the 2021 Board of Health Budget, as presented, with a total sharable base of \$21,017,701.

**Tanya Vrebosch declared a conflict of interest related to the adult dental program.*

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

The following motion was read:

Board of Health Resolution #BOH/2021/01/11 *Kidd/Brisbane

Whereas, the North Bay Parry Sound District Health Unit (Health Unit) received notice on December 29, 2020, from the Ministry of Health (Ministry) of 100% provincial one-time funding to support the development of local networks (Hubs) to enhance infection prevention and control (IPAC) practices in community-based congregate living settings; and

Whereas, the Health Unit is already working with some of the these congregate settings; and

Whereas, the northern medical officers of health have recently petitioned the Ministry to make the funding permanent to enable recruitment of qualified staff and provide time to continue the IPAC Hub work on a long-term basis.

Therefore Be It Resolved, that *on the recommendation of* the Finance and Property Committee *recommends that* the Board of Health accepts \$630,000 in one-time funding to support IPAC processes in the district’s community-based congregate living settings; and

Furthermore Be It Resolved, that *on recommendation of* the Finance and Property Committee *recommends* the Board of Health endorse the petition submitted by the northern medical officers of health for permanent funding for the IPAC Hub.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried as amended”

13.0 CORRESPONDENCE

Board of Health correspondence listed for the January 27, 2021, meeting is made available for review by Board members in the Board of Health online portal.

14.0 NEW BUSINESS

14.1 Anti-Nepotism Policy, B-P-006 – Temporary Suspension for COVID-19

Board members were advised that this is a temporary measure to meet the demand of addressing the COVID-19 pandemic.

The following motion was read:

Board of Health Resolution #BOH/2021/01/12 *Guenther/Stickland

Whereas, the North Bay Parry Sound District Health Unit (Health Unit) has a Board of Health Policy related to Anti-Nepotism which: a) prevents the hiring of individuals whose relationship to a member of the Board of Health or to an employee of the Health Unit is that of a parent, spouse or child; b) prevents the hiring of individuals whose relationship to an employee is that of a relative when there is direct supervision or functional supervision between two employees; c) prevents an employee the ability to transfer or apply for internal job posting or advancement opportunities if the employee is a relative of a Board of Health member or an employee when such action has the potential of creating an adverse effect on the supervision, safety, security, or morale of the other employees or involves potential conflict of interest; and

Whereas, our response to the pandemic has required us to hire a number of employees to assist with various COVID-19-related activities and has required us to deploy our existing staff to various roles.

Now Therefore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit approve suspending the Board of Health policy, Anti-Nepotism (B-P-006) when recruiting temporary and casual employees to assist with COVID-19-related activities.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda	x		
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

“Carried”

14.2 Corporate Sponsorships and Donations 2020 – Report to the Board

The report for 2020 corporate sponsorships was provided to the Board of information purposes.

14.3 Requests for Proposal 2020 – Report to the Board

The report for 2020 requests for proposal was provided to the Board of information purposes.

14.4 Quality Issue Report 2020 – Report to the Board

The year-end quality issue report for 2020 was provided to the Board for information purposes.

15.0 IN CAMERA

There was no in camera session.

16.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 7:09 p.m.

Original Signed by Nancy Jacko

2021/02/24

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Sheri Beaulieu

2021/02/24

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)