

**BOARD OF HEALTH FOR THE
NORTHWESTERN HEALTH UNIT**

MINUTES of the Regular Board of Health Meeting
January 21, 2022
Electronic Meeting

PRESENT: Doug Lawrance, Shayne MacKinnon, Trudy Sachowski, Sharon Smith, Sally Burns, Jerry O’Leary, Jim Belluz, Wendy Brunetta

IN ATTENDANCE:

Marilyn Herbacz, CEO
Kit Young Hoon, MOH
Lindsay Koch

GUESTS:

REGRETS:

ABSENT:

1. CALL TO ORDER

Marilyn Herbacz called the meeting to order at 10:06am

2. BOARD OF HEALTH ELECTION

2.1 Nominating Board Member’s Report

Wendy Brunetta spoke to the Report and process for nominations.

2.2 Election of Officers

At this time it must be noted that the BOH Constitution, By-Law #1 provides for the following:

- a) Before the vote, a candidate may remove his/her name from the ballot
- b) In a call for further nominations, a member may add his/her name to the ballot
- c) Before the vote for each office a candidate may request to address the board on their own behalf for a total of 3 minutes.
- d) When there is an alPHa representative on the Board of Health, that person will hold a seat on the Executive Committee.

Motion / Resolution: # 05-2022 CARRIED	T. Sachowski J. O’Leary
THAT nominations for the position of Chair of the Board of Health be closed.	

As there were no further nominations, the Chair of the Election declared that Doug Lawrance be acclaimed to the position of Chair of the Board of Health for the year 2022.

Motion / Resolution: # 06-2022 CARRIED	T. Sachowski S. Burns
THAT nominations for the position of Vice-Chair of the Board of Health be closed.	

As there were no further nominations, the Chair of the Election declared that Sharon Smith be acclaimed to the position of Vice-Chair of the Board of Health for the year 2022.

Motion / Resolution: # 07-2022 CARRIED	T. Sachowski W. Brunetta
THAT nominations for membership to the Executive Committee be closed.	

Jerry O’Leary removed himself from the running for the Executive Member position, and with no further nominations, Shayne MacKinnon was acclaimed to the position of Executive Committee member.

Motion / Resolution: # 08-2022 CARRIED	S. Burns S. Smith
THAT all Northwestern Health Unit Board of Health Election ballots be destroyed.	

Marilyn Herbacz passed the Chair to Doug Lawrance at 10:23am

Motion / Resolution: # 09-2022 CARRIED	T. Sachowski J. O’Leary
THAT the Nominating Board Member Report be received.	

3. APPROVAL OF AGENDA

Motion / Resolution: # 10-2022 CARRIED	S. Burns W. Brunetta
THAT the agenda for the Board of Health meeting dated January 21, 2022 be approved as amended.	

4. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF
None declared.

5. CHAIR’S ACTIVITY REPORT
Doug Lawrance shared some of his activity over the last several weeks, including participation on NWHU’s Strategic Planning Committee, and presentations at Kenora District Municipal Association and Rainy River District Municipal Association meetings held this month with Dr. Young Hoon and Marilyn Herbacz.

6. MINUTES OF BOARD OF HEALTH MEETING, NOVEMBER 26, 2021 and SPECIAL MEETING DECEMBER 17, 2021 and JANUARY 4, 2022

Motion / Resolution: # 11-2022 CARRIED	J. O’Leary S. Smith
THAT the Minutes of the Northwestern Health Unit Board of Health meeting held November 26, 2021 and the Special Meeting December 17, 2021 and January 4, 2022 be approved as written.	

7. aPHa Update

7.1 aPHa Representative Report

Trudy Sachowski shared some highlights of recent aPHa activity, and encouraged members to take a look at the aPHa resources link on the BOH Sharepoint site.

Ministry of Auditor General is currently conducting an audit on COVID-19 Vaccine processes related to clinics, administration, inventory and ordering, etc.

Motion / Resolution: # 12-2022 CARRIED	S. MacKinnon W. Brunetta
THAT the Board of Health receive the following report: <ul style="list-style-type: none"> • 2022.01.21-7.1 aPHa Representative report January 2022 	

7.2 aPHa Winter Symposium

aPHa’s Winter Symposium will be held virtually February 25, 2022 and intends to continue the conversation on the critical role of the province’s Public Health System with discussions on key topics including the public health response to COVID-19 and the future of local public health in Ontario.

All BOH members are eligible to attend if interested.

Motion / Resolution: # 13-2022 CARRIED	S. Burns J. Belluz
THAT the following Board of Health members be approved to attend the 2022 aPHa Winter Symposium, being held virtually on February 25, 2022: <ul style="list-style-type: none"> • Trudy Sachowski • Wendy Brunetta • Sharon Smith • Doug Lawrance <p>All Registration Fees to be paid by Northwestern Health Unit</p>	

8. STRATEGIC PLANNING COMMITTEE TERMS OF REFERENCE & UPDATES

Marilyn Herbacz provided an overview of the written documents in the meeting package and shared her enthusiasm for the process so far. Stakeholder consultations will begin starting in February with groups identified by the committee as well as NWHU’s management team.

Motion / Resolution: # 14-2022 CARRIED	S. Burns W. Brunetta
THAT the Strategic Planning Committee Terms of Reference, and related Consultant Work Plan be approved.	

9. DISTRICT SOCIAL SERVICES BOARDS PRESENTATIONS

Doug Lawrance, Marilyn Herbacz, and Kit Young Hoon attended the RRDMA and KDMA meetings this month to present on NWHU topics related to COVID-19, Budget, and Strategic Planning.

South-end members indicated their appreciation for the presentation and noted that residents in the area appear to be happy with the representation and service provision by NWHU in the region.

The Board expressed their appreciation for Dr. Young Hoon, Marilyn and Doug for their presentations and decorum.

10. CORPORATE ADMINISTRATION

10.1 CEO & Finance Report *Marilyn Herbacz, CEO. Reference #2022.01.21-10.1*
The report will be kept on file.

Marilyn intends to begin meeting more regularly with municipal CAOs to build those relationships for NWHU and in partnership with KDSB.

10.2 2022 Board of Health Budget

Marilyn Herbacz presented the 2022 Board of Health budget.

Motion / Resolution: # 15-2022 CARRIED	W. Brunetta S. Burns
THAT the Board of Health receive the following Corporate Administration reports: <ul style="list-style-type: none"> • 2021.01.28-10.1 CEO and Finance Reports 	

Wendy Brunetta left the meeting at 11:55am.

10.3 Appointment and Delegation of Head of Institution for MFIPPA

Motion / Resolution: # 16-2022 CARRIED	T. Sachowski J. Belluz
THAT for the year 2022, and in accordance with the Northwestern Health Unit policy: 'Freedom of Information Requests', the Board of Health appoints Doug Lawrance as Northwestern Health Unit's "Head of the Institution" for the <i>Municipal Freedom of Information and Protection of Privacy Act, 1989</i> .	

AND THAT all powers and duties of the “Head of the Institution” under the <i>Municipal Freedom of Information and Protection of Privacy Act, 1989</i> be delegated to the Chief Executive Officer.	
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10.4 NWHU Signing Officers

Motion / Resolution: # 17-2022 CARRIED	S. Burns J. Belluz
<p>THAT the Board of Health for the Northwestern Health Unit authorizes:</p> <p>Chair: Doug Lawrance Vice Chair: Sharon Smith Medical Officer of Health: Dr. Kit Young Hoon Chief Executive Officer: Marilyn Herbacz</p> <p>To be bank signing authority for the Northwestern Health Unit, effective January 21, 2022</p>	

10.5 2021-22 Closed Meeting Investigator

In 2021, the Board of Health passed a resolution to retain Paul S. Heayn as meeting investigator for the years 2021 and 2022.

11. PUBLIC HEALTH PROGRAMS

11.1 Medical Officer of Health Update – Dr. Kit Young Hoon. Reference #2022.01.21 - the presentation will be kept on file.

Dr. Young Hoon shared a presentation related to COVID-19 case numbers, vaccination rates and provincial guidance.

11.2 Sexual Health Program Report - Syphilis – Dr. Kit Young Hoon on behalf of Gillian Lunny, Program Manager. Reference #2022.01.21-11.2 – the report will be kept on file.

Dr. Young Hoon provided a verbal overview of the written report and engaged in a brief Q&A session about NWHU’s work related to communications about the transmission of STIs in our area and public health response and programs to support the reduction of this transmission.

Motion / Resolution: # 18-2022 CARRIED	J. O’Leary S. Burns
<p>THAT the Board of Health receive the following Public Health Program reports:</p> <ul style="list-style-type: none"> • 2022.01.21-11.1 Medical Officer of Health Update • 2022.01.21-11.2 Sexual Health Program Report: Syphilis 	

12. PROVINCIAL APPOINTMENT ENDORSEMENT

Nicole Brown’s appointment to the Board of Health expired January 16, 2022. Nicole is interested in seeking reappointment with the support of the Board.

In November 2022, municipal appointments to local boards and committees will terminate with the municipal election. BOH Member Trudy Sachowski, who sits on the Board of Health at the pleasure of the Red Lake and Ear Falls municipal councils, will see her term end, and as a non-municipal councilor, may see her appointment to the Board go unrenewed. Ms. Sachowski will seek a provincial appointment and has requested a letter of support from the Board of Health to include with her application.

Motion / Resolution: # 18-2022 CARRIED	S. Burns J. Belluz
THAT the Board of Health endorse the reappointment of Nicole Brown to the Board, and the application for provincial appointment for Trudy Sachowski to the Board of Health, and further that an endorsement letter signed by the Board of Health Chair will accompany each application.	

13. AMENDMENTS:

13.1 Student Support Navigator

Shayne MacKinnon inquired about the Student Support Navigator position, noting that Dryden council has inquired as to whether this position existed in Dryden. This position works to support students alongside graduation coaches in schools to help get students through the system. This is a new position which started in some communities with goals to expand into additional communities.

Marilyn will forward additional information to the Board about this position and the organization’s intention for this work going forward. A presentation on the program will be brought to the Board at a future meeting.

13.2 Treaty 3 Chiefs Health Summit

On December 14th, municipalities were invited to a health summit led by Grand Council Treaty 3. The focus included topics discussed at our Board of Health meetings such as addictions treatment and the lack of access to these services.

14. NEXT MEETING DATE

- Friday, February 18, 2022 via GoTo Meeting at 8:30am

15. ADJOURNMENT

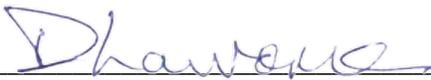
Motion / Resolution: # 19-2022 CARRIED	S. MacKinnon S. Burns
THAT the Board of Health Meeting of January 21, 2022 adjourn at 1:25pm.	

The Chair accepted a motion to adjourn the meeting at 1:25pm.

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS¹⁸..... DAY OF February2022



MEETING CHAIR, BOARD OF HEALTH



RECORDING SECRETARY