

**HALIBURTON, KAWARTHA, PINE RIDGE DISTRICT HEALTH UNIT
BOARD OF HEALTH MEETING**

June 16, 2022

MINUTES

The meeting was convened by Mr. Elmslie at 9:30 am at the Port Hope office.

Those in attendance were Messrs. Elmslie, Henderson, Marshall, and Cane, Mrs. Roberts, Mrs. Richardson, Dr. Bocking, Mrs. Vickery, and Mrs. Dickson (Recorder).

Absent with regrets: Mr. Crate and Ms. Beaulac

1. ADOPTION OF AGENDA

Moved by Mrs. Richardson

Seconded by Mr. Henderson

THAT the agenda be adopted as presented with the exception of item 7.1, 2021 Year-End Financial Statements being discussed after the adoption of the regular minutes.

2022-89

carried

2. DECLARATION OF CONFLICT OF INTEREST

None

3. ADOPTION OF REGULAR MINUTES

Moved by Mrs. Roberts

Seconded by Mr. Marshall

THAT the regular minutes of the Board of Health meeting held on May 19, 2022 be approved.

2022-90

carried

Moved by Mr. Henderson

Seconded by Mr. Cane

THAT the motion made at the May 19, 2022 meeting to go in-camera at 10:41 am, within the in-camera session in error, be ratified.

2022-91

carried

Moved by Mrs. Roberts

Seconded by Mrs. Richardson

THAT the motion made at the May 19, 2022 meeting to come out of in-camera at 11:06 am, within the in-camera session in error, be ratified.

2022-92

carried

7.1 Richard Steinginga, representing Baker Tilly, reviewed the Audited 2021 Year-end Financial Statements for the Board of Health

Mr. Steinginga communicated in his review that there were no weaknesses, deficiencies, or illegal or improper acts that needed to be noted for the Board's attention; and that there were no related party transactions that need to be disclosed.

Moved by Mrs. Richardson

Seconded by Mr. Henderson

THAT the 2021 Audited Financial Statements be approved, and that all associated documentation be signed.

2022-95

carried

4. BUSINESS ARISING

None

5. MEDICAL OFFICER OF HEALTH UPDATES

COVID-19 Updates:

Epidemiology

- Average daily new cases (lab-confirmed; past-7 days) – 3.7
- Active outbreaks – 2

- Hospital admissions (past 14-days) - 2
- Test positivity (7-day average, as of May 10th) – 6.1%
- Wastewater surveillance, viral signal trend – low

Summary of Omicron “Waves” since January 1, 2022

- Hospital admissions – 142
- ICU admissions – 29
- Deaths – 47
- Outbreaks – 78

Vaccination

Health-unit Led Clinics:

- 23 clinics in June – all clinics open to walk-ins (any dose, any age), 4 planned for July, 4 planned for August
- 21 GoVaxx Bus clinics in June, 8 planned for July, August TBD

Ongoing Vaccine Support:

- Long-term care homes and retirement homes
- Primary care clinics, EMS and Pharmacy
- Inventory, logistics (e.g. fridge inspections), data support

Planning for fall boosters

Ontario Public Health Standards Programs and Services Restoration:

Key Points:

- Integrating COVID-19 Response into core OPHS teams
- Significant work for some programs that are restoring after prolonged period “offline”
- Awareness of the potential need to “surge” in the fall
- Some programs will not see full restoration until 2023

Emerging Issues:

Monkeypox

- Orthopox virus (family of viruses that includes smallpox)
- Endemic in countries in western and central Africa
- Over past month, unprecedented human-to-human transmission identified (almost 2,000 cases in 35 countries)
- As of June 13, 21 confirmed cases in Ontario
- Most commonly reported symptoms include rash, oral/genital lesions, swollen lymph nodes, headache, fever, chills, and myalgia.

Health Unit response: health care provider FaxFacts, website updated, preparation for case/contact management (including vaccination if indicated), participating on Ministry of Health calls.

Moved by Mr. Henderson

Seconded by Mrs. Roberts

THAT the Medical Officer of Health updates be received for information.

2022-93

carried

6. REPORTS

6.1 Marianne Rock, Manager, Paula Tickle, Registered Practical Nurse, and Stacey Hyatt, Administrative Assistant, Health Protection Division, provided the Board of Health with a vaccine preventable diseases program update.

The update included the School-Based Immunization Program (SBIP), the Universal Influenza Immunization Program (UIIP), the *Immunization of School Pupils Act* (ISPA), and clinics held for Ukrainian refugees.

School-Based Immunization Program (SBIP)

- Double cohort = Grade 7s and 8s
- 44 schools visited over 28 clinic days
- Total number of immunizations administered during Fall 2021:
 - 1773 Hepatitis B
 - 1751 Human papillomavirus infection (HPV)
 - 1828 Meningitis
- Total = 5352 immunizations administered
- Normal year = 3600 immunization administered

SBIP Expansion Program

- Grades 9-12 who missed SBIP vaccines
- Overdue:
 - Unknown for HB
 - 3680 for HPV
 - 937 for Meningitis
- Total = 4617
- Campaign promoting visiting doctor or the Health Unit to get caught up on immunizations required for school
- 14 catch-up clinics are being offered over the summer with a potential to increase based on demand and staff capacity

Universal Influenza Immunization Program (UIIP)

- Total number of flu vaccine distributed to health care providers from October 2021 – March 2022 = 42 060
- Total number of pharmacies participating in the UIIP = 58
- Total doses administered by pharmacists = 25 886

- Total doses administered at Health Unit clinic = 12

Immunization of School Pupils Act (ISPA)

- Did not mail notices to families of students overdue for immunizations
- Focused on catch-up of data entry = 8000+ records
- Campaign to promote visiting family doctor or the Health Unit to get caught up on immunizations required for school

Clinics held for Ukrainian refugees

- In March 2022, Northumberland for Ukraine reached out regarding the Ukrainian refugees arriving in our area.
- Concerns raised about the COVID-19 vaccination status of the Ukrainian newcomers.
- Concerns raised about families not having proof of vaccinations.
- Clinics arranged to address the needs of these clients.
- 7 families (33 clients) attended the first clinic where consultation with a Vaccine Preventable Disease Nurse took place, immunization profiles were reviewed, and recommended and mandatory vaccines were administered. A Healthy Families Nurse was also available for consultation.

Moved by Mr. Henderson

Seconded by Mr. Marshall

THAT the update on the vaccine preventable diseases program be received for information.

2022-94

carried

7. NEW BUSINESS

7.2 Unaudited Operating Statements

Mrs. Vickery advised the Board that the Health Unit should be sitting at 41.6% of revenue received but has only received 35%; largely related to the cashflow for one-time funding that had not yet been received as of the end of May.

On the expenditure side, the Health Unit is trending slightly underspent, which is largely due to some vacancies in staffing and expenditures that have been budgeted for, but not yet incurred.

There are no concerns to note for the Board.

Moved by Mr. Henderson

Seconded by Mr. Marshall

THAT the draft unaudited operating statements for the five-month period ending May 31, 2022 in the amount of \$10,408,280 be received for information.

2022-95

carried

7.3 Board of Health Quarterly Report for Ontario Public Health Standards: Requirements for Programs, Services, and Accountability

Moved by Mr. Cane

Seconded by Mrs. Roberts

THAT the 2022-Q1 Board of Health Quarterly Report for Ontario Public Health Standards: Requirements for Programs, Services, and Accountability be received for information.

2022-96

carried

7.4 Board of Health Quarterly Report for COVID-19 Activities

Moved by Mr. Henderson

Seconded by Mr. Cane

THAT the 2022-Q1 Board of Health Quarterly Report for COVID-19 Activities be received for information.

2022-97

carried

7.5 Association of Local Public Health Agencies (ALPHA) Resolution - Indigenous Harm Reduction: A Wellness Journey

Dr. Bocking advised the Board that the ALPHA Resolution – Indigenous Harm Reduction: A Wellness Journey, was passed and supported by other boards of health at this week's ALPHA Conference with a couple of wording changes. The Health Unit's Harm Reduction Team has been working with Alderville First Nation's Health Services, who requested assistance in accessing treatment and healing centres, which led to a broader discussion about the need to integrate Indigenous approaches to harm reduction, wellness, and healing.

Moved by Mr. Henderson

Seconded by Mr. Marshall

THAT the Board of Health's June 2, 2022 electronic endorsement of the submission of the ALPHA Resolution- Indigenous Harm Reduction: A Wellness Journey be ratified.

2022-98

carried

7.6 Vacation Carryover

Mrs. Vickery informed the Board of Health of a decision that the Health Unit's Executive Committee made with regard to approving an exemption to the vacation carryover for end of year 2022.

In September 2019, the Vacation Procedure was amended to reduce the total amount of hours for vacation entitlement eligible to be carried over into the next year from 280 hours to 140 hours for all employees because the accumulation of carryover hours was a liability for the organization.

Due to the pandemic response, employees have had limited ability to take the necessary time off work. In June 2021, the Health Unit's Executive Committee approved an exemption to the Vacation Procedure to allow employees to carryover their entire vacation balance, to be used before December 31, 2022. The hope was that the pandemic response would slow down into the fall and early 2022, providing employees the ability to take the additional time off work. Employees have been encouraged to take their vacation throughout all of 2022; however, an urgent response was required to respond to the first Omicron wave.

To provide employees with additional time to utilize their earned vacation, the Health Unit's Executive Committee has approved an amendment to the Vacation Procedure to allow carryover of an additional 70 hours of vacation, or a total of 210 hours. Any vacation balance greater than 210 hours on December 31, 2022 will be paid out in January 2023. As of the beginning of June 2022, the cost of vacation time greater than 210 hours is approximately \$115,000. Employees are encouraged to continue to take additional time off before the end of 2022 to reduce the payout amount in January 2023.

Moved by Mrs. Richardson

Seconded by Mrs. Roberts

THAT the Board of Health receive the briefing note from Corporate Services related to an amendment made to the Vacation Procedure for information.

8. BUSINESS FROM BOARD MEMBERS

Mrs. Richardson raised the recent tragic outcome of a vulnerable child in Lindsay and asked the Board to consider advocacy for changes to the Amber Alert System to include those that are vulnerable. The Board discussed advocating to the Association of Municipalities of Ontario and the Association of Local Public Health Agencies to survey members about supporting improvements to the Amber Alert System.

Moved by Mrs. Richardson
Seconded by Mr. Henderson

THAT the Board of Health send a letter to alPHa asking them to survey members for support for the province to look at changing the Amber Alert to include other at-risk populations.

9. CORRESPONDENCE

Moved by Mr. Marshall
Seconded by Mrs. Roberts

THAT the following correspondence be received and filed:

2022-99

- alPHa Information Break
- alPHa Resolution Package
- Correspondence from Toronto Public Health

10. IN-CAMERA SESSION

Moved by Mrs. Richardson
Seconded by Mr. Cane

THAT the Board of Health move in-camera to discuss personnel and legal matters.

2022-100

carried

Moved by Mrs. Roberts
Seconded by Mr. Henderson

THAT the in-camera be dissolved, and the membership return to the Board of Health open session.

2022-101

carried

Moved by Mrs. Richardson
Seconded by Mr. Henderson

THAT the Board of Health approve the in-camera minutes from May 19, 2022.

2022-102

carried

Moved by Mrs. Roberts

Seconded by Mr. Marshall

THAT the Board of Health receive the information provided under legal item 10.3.

2022-104

carried

Moved by Mr. Cane

Seconded by Mrs. Richardson

THAT the recommendation made by Dr. Bocking in personnel item 10.4 be approved.

2022-105

carried

11. DATE OF NEXT MEETING

The next meeting of the Board of Health will be held in the Port Hope office on September 15, 2022 at 9:30 am.

12. ADJOURNMENT

Moved by Mr. Marshall

Seconded by Mrs. Richardson

THAT the meeting be adjourned. The meeting adjourned at 11:30 am.

2022-106

carried

Board of Health Chair
Approved September 15, 2022

Recorder