

# Chatham-Kent Board of Health

## Minutes

Wednesday, April 18, 2018

10:30 a.m.

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### Call to Order

Present: Councillor Joe Faas, Chair  
Councillor Brock McGregor  
Councillor Carmen McGregor  
Ms. Noreen Blake  
Mr. Ron Carnahan  
Ms. Sharon Pfaff  
Dr. David Colby, Medical Officer of Health  
Teresa Bendo, Director, Public Health  
Dr. April Rietdyk, General Manager, Community Human Services  
Lisa Powers, Executive Assistant, Community Human Services

Regrets: Councillor Bob Myers, Vice-Chair

### **1. Provision for Declaration of Pecuniary Interest**

No member of the Board declared a pecuniary interest on any matter on the open session agenda.

### **2. Recess To Closed Session**

Mr. Carnahan moved, seconded by Councillor B. McGregor:

**“That the Board of Health move into a Closed Session Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:**

- Labour relations or employee negotiations in regard to CUPE 12.3;
- Personal matters about an identifiable individual, including municipal or local board employees in regard to the Chatham-Kent Public Health Unit Service Plan.
- Personal matters about an identifiable individual, including municipal or local board employees.

The Chair put the Motion.

**Motion Carried**

**3. Adjournment Of Closed Session**

**4. Resumption of Open Board of Health Meeting – 11:05 a.m.**

**5. Minutes of the Board Meeting March 21, 2018**

Councillor B. McGregor moved, seconded by Ms. Blake:

**“That the minutes of the March 21, 2018 Board of Health meeting be approved.”**

The Chair put the Motion.

**Motion Carried**

**6. Business Arising from the Minutes - None**

**7. Education/Training**

a) HR Strategy Presentation by Marianne Fenton, Manager, Learning & Organizational Development

Ms. Bendo explained there is an expectation for the Health Unit to have an HR strategy. This presentation will provide an overview of how corporate HR supports the Health Unit.

Ms. Fenton shared the following five main points of the Corporation's HR Strategy:

- Performance Management
- Leadership Development Program (LDP)
- Succession Planning
- Strategic Recruitment
- HR Metrics

Each of the 2200 Municipal Employees receive a performance review each year, using a standardized tool. While there are coaching and performance improvement plans available for those who may need it, the majority of staff meet or exceed expectations.

LDP has been in place for about six years. The goal for those staff in LDP is experiential learning that will prepare them for future leadership opportunities. For succession planning, positions are prioritized and matched to the talent pool to determine staff fit and readiness.

Strategic recruitment targets professional backgrounds prioritized through succession planning (ie. nursing/health, engineering, finance, IT). These priorities are then communicated to internal staff and local high school, college, and university students.

Ms. Fenton also reviewed the variety of HR metrics (collection methods and processes) to ensure stats are moving in the right direction, meaning the other pieces of the strategy are working well.

The Board thanked Ms. Fenton for her presentation, and stated it would be beneficial to share this information on a Council level.

## **8. New Business**

### **A. Items Requiring Action - None**

### **B. Information Reports to be received**

#### **a) Director's Report, Verbal Report by Teresa Bendo, Director, Public Health**

Ms. Bendo shared the following verbal report:

Recently, Councillor Karen Herman and the Health Unit's Age Friendly Coordinator travelled to Toronto to attend the Age Friendly Community Symposium, and accept an award for recognizing Chatham-Kent's work as an Age Friendly community.

On March 27 the LHIN hosted a conference to bring local health service providers together; focused on themes in patients first.

Public Health Nurse Jordynne Lindsay, in partnership with Aids CK hosted a harm reduction conference on March 29, Councillor B. McGregor was the emcee. There were 400 attendees from across the region. Discussed best practices, harm reduction in hospital settings, lived experience, women's harm reduction, and managing complex cases. The conference was very well received.

Ms. Bendo attended the World of Choice symposium, an annual conference for grade 10 and 11 girls. This is an opportunity for students to ask questions about different career options, and meet women across different career sectors.

The Health Unit will be hosting the Power Off and Play symposium, for professionals in child care education and social services. Will be looking at screen time for kids and what other opportunities they have to play that do not involve screen time.

The alPHa fitness challenge is on May 10, this year Board of Health members have been invited to participate. The Board agreed to participate in a 30 minute walk prior to the May 16 Board of Health meeting.

b) 2017 Fourth Quarter Financials, prepared by Teresa Bendo

**Background**

The 2017 Municipal budget was approved by Council on February 2, 2017.

On March 31, 2017 Chatham-Kent Public Health Unit (CKPHU) received notice of approval from the Ministry of Health and Long-Term Care (MOHLTC) of the one-time funding request for the 2016-2017 funding year of \$130,700 for vaccine refrigerator room upgrades, to be completed by March 31, 2018.

On August 3, 2017 CKPHU received notice from the MOHLTC of up to \$150,000 base funding for the 2017-2018 year for the Harm Reduction Enhancement program.

On November 15, 2017 CKPHU received its 2017-2018 funding announcement from the MOHLTC of \$7,771,600 (\$7,555,200 in base funding and \$216,400 in one-time funding).

On January 24, 2018 CKPHU received notice from MOHLTC of up to \$5000 in additional base funding and up to \$25,608 in one-time funding for the 2017-2018 funding year for its Needle /Syringe Exchange program.

**Comments**

The fourth quarter financial report was submitted to the MOHLTC on February 2, 2018 and is contained in Appendix 1.

At the end of fourth quarter, CKPHU was predicting a base budget surplus of \$214,326.

CKPHU took a number of steps to mitigate this surplus, including:

- hiring an additional temporary Planning & Evaluation Specialist and subsequently extending that contract;
- hiring temporary Public Health Nurses and extending a number of temporary contracts;
- hiring temporary secretarial support;
- hiring a Lean Six Sigma consultant to conduct a business process review of school immunization clinics and vaccine management;
- contracting with a program budget marginal analysis consultant and purchasing software;
- implementing dental clinic management software; and
- collaborating with other municipal departments through initiatives to increase access to active living opportunities for low-income families, those with disabilities and seniors.

The year-end settlement papers from the MOHLTC for year-end reporting were received on March 27, 2018.

## **Financial Implications**

There are no additional financial implications with this information report.

### **Discussion:**

In response to questions from the Board, Dr. Rietdyk confirmed that the cost-shared Municipal portion of a Health Unit surplus goes in to reserves. Typically the Province will just adjust the next installment payout to reflect any returned surplus, instead of physically sending money back to the Province. Ms. Bendo further clarified that with the short-notice announcement of extra funding, there was not time to spend it all by the deadline.

- c) 2017 Student Oral Health Surveillance Summary, prepared by Laura Zettler, Epidemiologist

## **Background**

As outlined in the Ontario Public Health Standards (OPHS), public health units in Ontario work toward several outcomes related to oral health of children. Boards of health are mandated to conduct oral health screening of students; provide the Healthy Smiles Ontario (HSO) Program (three streams: Core, Emergency, Preventative); monitor community water fluoride levels, and; use a comprehensive health promotion approach to address identified population oral health needs.

The requirements of the Ontario Public Health Standards (OPHS) mandate boards of health to conduct oral health surveillance of children in schools and report oral health data and information associated with the screening program in accordance with relevant protocols. The dental team at the Chatham-Kent Public Health Unit (CKPHU) screens all junior kindergarten (JK), senior kindergarten (SK) and Grade 2 students in all Public and Catholic school boards (excluding schools that are outside of Chatham-Kent), the French Catholic school boards, and children in private schools that choose to participate in the screening program. The **Student Oral Health in Chatham-Kent: 2017 Surveillance Summary** provides an update on health indicators related to student oral health surveillance in Chatham-Kent. This summary covers the information collected through the screening program, including screening coverage and outcomes for JK, SK and Grade 2 students in Chatham-Kent.

The purpose of this information report is to provide highlights of the 2017 Student Oral Health Surveillance Summary. A copy of the report is attached as Appendix A.

## **Comments**

### **Student Oral Health in Chatham-Kent: 2017 Surveillance Summary Highlights**

- During the 2016-17 school year, approximately 2900 JK, SK and Grade 2 students across 43 schools received an oral health screening by the Oral Health Team of the Chatham-Kent Public Health Unit.
- Average participation rates in the screening program are around 90%.
- Grade 2 students have the highest prevalence of tooth decay (decayed or missing/filled teeth due to decay). About one in five JK students and half of Grade 2 students exhibit tooth decay.
- JK students have the highest proportion of untreated dental caries. About 25% of JK and nearly 10% of Grade 2 caries-affected teeth are untreated cavities.
- Grade 2 students have the highest average number of caries-affected teeth per person. On average, a JK student has 0.9 teeth and a Grade 2 student has 2.6 teeth affected by caries.
- The proportion of caries-free children is highest among JK students. At the time of screening, four out of five JK students and 50% of Grade 2 students have never had any cavities.
- JK and SK students have higher proportions of children identified at screening as having urgent dental needs (eligible for the emergency stream of the Healthy Smiles Ontario program) compared to Grade 2 students.

### **Consultation**

The Program Manager and staff from the CKPHU Oral Health Team were consulted on the content and findings of this report, and were asked to provide feedback and further context where needed. Further analyses of school screening data is planned to understand the differences in oral health screening outcomes across the communities within Chatham-Kent.

### **Financial Implications**

There are no financial implications. Costs incurred were covered within the current budget.

- d) Update on Association of Local Public Health Agencies (ALPHA), Verbal Report by Councillor C. McGregor

Councillor C. McGregor provided the following update:

Recently a delegation from ALPHA went to Queens Park and visited some of the health critics and parties. Health units are encouraged to write to their local representatives regarding election priorities; another set of these will be forthcoming from ALPHA.

The alPHa board completed a day of strategic planning, as such, there will be changes coming to their direction. Plan to take a more external stance on some issues and be a stronger voice on behalf of the boards of health. A new working group is being composed to deal with new standards and policies for alPHa. An Indigenous engagement person has been hired, training has been completed.

The annual general meeting in June is coming together, Ms. Pfaff is also on the planning committee. This year, the meeting and conference will be examining system sustainability, there will also be a speaker to discuss issues to specific to northern Ontario. There will also be a panel on Indigenous engagement. Dr. Colby has been invited to speak on history of marijuana at the Board of Health section meeting.

Councillor B. McGregor, seconded by Mr. Carnahan:

**“That the four information reports be received.”**

The Chair put the Motion.

**Motion Carried**

### **C) Items to be Received and Filed**

Councillor B. McGregor moved, seconded by Councillor C. McGregor:

**“That items a) through d) be received and filed.”**

- a) alPHa Summary Budget 2018; A Plan for Care and Opportunity.
- b) Memorandum from Roselle Martino to Medical Officers of Health, CEOs, and Board Chairs, dated March 20, 2018 regarding the Ontario Public Health Standards.
- c) Letter from the Minister of Seniors Affairs regarding Ontario Age Friendly Community Recognition Award.
- d) alPHa Information Break dated April 12, 2018.

The Chair put the motion.

**Motion Carried**

**9. Non-Agenda Items- None**

**10. Motions of Closed Session**

Information was received by the Board from Administration regarding the new Public Health Service Plan, an update on an identifiable individual, and an update on labour negotiations regarding CUPE 12.3.

Councillor B. McGregor moved, seconded by Mr. Carnahan:

**“That the minutes of the Closed Session Meeting of March 21, 2018 be approved.”**

The Chair put the motion.

**Motion Carried**

**11. Time, Date and Place for the Next Meeting of the Board**

The next meeting of the Board will be held Wednesday, May 16, 2018 at the Health and Family Services building, 435 Grand Ave. W., Chatham, with the open portion of the meeting to start at 11:00 a.m.

**12. Adjournment**

Moved by Ms. Pfaff that the meeting be adjourned at 11:43 am.

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Joe Faas, Chair