

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

September 21, 2023

MINUTES

The meeting was convened by Mr. Marshall at 9:28 am at the Health Unit's Port Hope office.

Those in attendance were Messrs. Marshall, Logel, Ryall (via Teams), Crate and Perry, Dr. Hankivsky, Mrs. Richardson, Dr. Bocking, Mr. Vrooman, Ms. Beaulac, and Mrs. Dickson (Recorder).

1. LAND ACKNOWLEDGEMENT

The Haliburton, Kawartha, Pine Ridge District Health Unit is situated on the traditional territories of the Michi Saagiig and Chippewa Nations. This includes the territories of Treaty 20 and Williams Treaties. We respectfully acknowledge that these Nations are the stewards and caretakers of these lands and waters for all time and that they continue to maintain this responsibility to ensure their health and integrity for generations to come.

The Haliburton, Kawartha, Pine Ridge District Health Unit recognizes the many harms done to Indigenous peoples and our collective responsibility to right those wrongs. As an organization that is rooted in a colonial system, we are committed to change, to building meaningful relationships with Indigenous communities and in improving our understanding of local Indigenous peoples as we celebrate their cultures and traditions, serve their communities, and responsibly honour all our relations.

2. ADOPTION OF AGENDA

Moved by Mr. Logel

Seconded by Mrs. Richardson

THAT the agenda be adopted as presented.

2023-99

carried

3. DECLARATION OF CONFLICT OF INTEREST

None

4. ADOPTION OF MINUTES

Moved by Dr. Hankivsky

Seconded by Mr. Perry

THAT the minutes from the June 15, 2023 meeting be approved.

2023-100
carried

5. BUSINESS ARISING

Mr. Logel asked for an update regarding school-based immunizations. Dr. Bocking shared that 6,000 catch-up letters were sent over the summer. Approximately 1,700 students subsequently provided updated records to the Health Unit and 4,300 students remain that require further follow-up. The summer catch-up clinics hosted by the Health Unit were not well attended; therefore, there is a fair amount of work that needs to be done during the fall in conjunction with health care providers to catch-up students.

6. MEDICAL OFFICER OF HEALTH UPDATES

Dr. Bocking provided updates on Fall 2023 Respiratory Season Preparedness and the launch of the Health Unit's new website.

Fall 2023 Respiratory Season Readiness:

Similar to last fall, the 2023 respiratory season is predicted to be "atypical" compared to pre-pandemic respiratory seasons with a mix of COVID-19, influenza, RSV, and other viruses circulating. Residents are encouraged to stay up to date on what viruses are circulating by visiting the [Health Unit's Respiratory Infections Dashboard](#).

Vaccine for influenza, COVID-19, and RSV will be available this fall (RSV vaccine is new for those who are 60+ residing in long-term care homes, Elder care lodges and in some retirement homes). Influenza and COVID-19 vaccine will initially be available for hospitals and long-term care home residents, staff and caregivers. As more vaccine becomes available, eligibility will expand to include individuals at high-risk for flu/COVID-19 complications or hospitalization and health care workers/first responders. According to current provincial timelines, the general population will become eligible for influenza and COVID-19 vaccine on October 30th.

The Health Unit has hosted respiratory season preparedness tabletop exercises with health sector partners in the City of Kawartha Lakes, and Haliburton and Northumberland counties and sector specific preparedness with long-term care homes, primary care, and other congregate settings.

Rapid antigen tests for COVID-19 are available for the public at Health Unit offices as well as some pharmacies and primary care provider offices. Individuals that are at high risk of severe illness from either influenza or COVID-19 are encouraged to speak with their primary care provider to discuss the need for a prescription for antiviral medication.

Launch of the Health Unit's new website:

The Health Unit recently launched a new website to promote its role within the community and improve navigation and functionality. The site includes public health topics, data reports and dashboards, and calendars with clinics and classes and more. The website can be viewed [here](#).

Moved by Mr. Logel

Seconded by Mr. Crate

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

2023-101

carried

7. REPORTS

No reports for this meeting.

8. NEW BUSINESS

8.1 Haliburton, Kawartha, Pine Ridge District Health Unit's 2022 Annual Report

Moved by Dr. Hankivsky

Seconded by Mrs. Richardson

THAT the 2022 Annual Report be received for information.

2022-102

carried

8.2 Q2-2023 Board of Health Quarterly Report Summary

Moved by Mr. Crate

Seconded by Mr. Logel

THAT the Q2-2023 Board of Health Quarterly Report Summary be received for information.

2023-103

carried

8.3 Finance Updates

Moved by Mr. Perry

Seconded by Mr. Ryall

THAT the Board of Health receive the following for information:

- 2023 funding letters and amendment to the Public Health Funding & Accountability Agreement

And further THAT, the Board of Health endorse the Board Chair's prior signing of the following documents:

- 2020-2022 Annual Reconciliation Reports
- 2022 Annual Report and Attestation
- Q2-2023 Standards Activity Report

2023-104
carried

8.4 Unaudited Operating Statements

There is a cumulative deficit for the first eight months of the fiscal 2023, totaling (\$1,081,835).

The August result shows that our expenditures for the first eight months of the fiscal year was approximately \$392,811 under budget. The Health Unit is exercising fiscal constraint, primarily because of the uncertainty around COVID expenditures. All of our divisions are at or below their budgeted allocations with the exception of Health Promotion and Health Protection, which are showing deficits of \$79,000 and \$18,000 respectively.

Variance Analysis

- The province has not released one-time funding this year for COVID-19 extraordinary costs (\$747,030), and COVID-19 Vaccine Program (\$796,551). Overall, the Health Unit has received 60.25% of its budgeted income over the first eight months of the fiscal year. The current deficit will continue to correct itself throughout the year as we continue to receive our budgeted income.
- Salary and benefits are showing significant budgetary deficit this month however, we expect to see corrections, especially in the benefit category, as contribution levels reach their maximum.
- Total expenditures year to date is currently sitting at 64.77% of the budgeted amounts for the first eight months of the fiscal year.

Moved by Mr. Perry

Seconded by Mr. Crate

THAT the draft unaudited operating statement for the eight-month period ending August 31, 2023 in the amount \$15,493,358 be received for information.

2023-105
carried

8.5 Policy Revision -Mass Immunization Emergency Preparedness Requirements

Moved by Mr. Logel

Seconded by Mrs. Richardson

THAT the Mass Immunization Emergency Preparedness policy be approved.

2023-106

carried

9. BUSINESS FROM BOARD MEMBERS

None

10. CORRESPONDENCE

Moved by Mr. Crate

Seconded by Dr. Hankivsky

THAT the following correspondence be received and filed:

- Strengthening Public Health Slide Deck from the Ministry of Health & the Office of the Chief Medical Officer of Health
- Public Health Matters – A Business Case for Local Public Health

2023-107

carried

11. IN-CAMERA SESSION

Moved by Dr. Hankivsky

Seconded by Mr. Logel

THAT the Board of Health move in-camera to review the closed session minutes from the June 15, 2023 in-camera session, property, legal, and personnel.

2023-108

Moved by Mr. Perry

Seconded by Mr. Crate

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

2023-109

carried

Moved by Dr. Hankivsky

Seconded by Mrs. Richardson

THAT the Board of Health approve the in-camera minutes from June 15, 2023.

2023-110

carried

Moved by Mr. Logel

Seconded by Mr. Crate

THAT the Board of Health receive the information provided under property item 11.2.

2023-111

carried

Moved by Mr. Logel

Seconded by Mrs. Richardson

THAT the professional development request made under item 11.3 be approved.

2023-112

carried

Moved by Mr. Crate

Seconded by Dr. Hankivsky

THAT the recommendations made under legal item 11.4 be approved.

2023-113

Moved by Mrs. Richardson

Seconded by Dr. Hankivsky

THAT the information provided under personnel item 11.5 be received.

2023-114

carried

12. DATE OF NEXT MEETING

The next meeting of the Board of Health will be held at the Haliburton office on October 19, 2023, from 10:00 am – 12:00 pm.

13. ADJOURNMENT

Moved by Dr. Hankivsky

Seconded by Mr. Perry

THAT the meeting be adjourned. The meeting adjourned at 11:07 am.

2023-115
carried

Board of Health Chair
Approved October 19, 2023

Recorder

DRAFT