

TITLE: Corporate Service Division Updates for January 2024

TO: Board of Health

FROM: Matthew Vrooman, Director, Corporate Services

DATE: January 18, 2024

APPROVED BY: Dr. Natalie Bocking, Medical Officer of Health & CEO

IN CAMERA? Yes No

Human Resources:

The Human Resources Team continues to prepare for collective bargaining with ONA and CUPE, which is expected to occur sometime during the second quarter of 2024.

AODA Compliance Reporting:

In December 2023, the Health Unit filed its 2023 Accessibility Compliance Report. This report includes attesting to compliance with the requirements under the *Accessibility for Ontarians with Disability Act* (AODA) and its regulations for agency policy, a multi-year accessibility plan, and its standards for Customer Service, Information and Communications, Employment, and Design of Public Spaces.

Merger Feasibility Assessment:

The Corporate Services Team has been working with Sense & Nous to provide the necessary data for the feasibility assessment – with special thanks to Liz Dickson for her diligence in coordinating this work.

Finance:

The Finance and Human Resources Teams worked in tandem to ensure year-end payroll was completed.

The Finance Team has been heavily involved in year-end purchasing activities and the preparation that is required for the external audit that is scheduled to take place in March. The final year-end position will be presented to the Board of Health with the Audited Financial Statements, once complete, in June or July.

The Health Unit's GIC investment of its Reserve Fund matures on January 29, 2024 in the amount of \$1,053,003.99. Finance staff would like to request the Board of Health approve a reinvestment as follows:

- \$1,053,003.99 into a locked-in GIC, for a one-year term, at a rate of 5.48%.

The annual renewal for the Health Unit's commercial liability insurance has been received. The Insurance Program has been renewed with Intact Public Entities Inc. (previously known as Frank Cowan Company) and the premium has increased from \$180,724 to \$201,187 due to a significant rise in rates across the insurance industry. The Commercial Insurance Policy for Cyber coverage has been underwritten by CFC Underwriting Ltd. this term.

Recommendations to Board

THAT the Corporate Service updates be received for information and further THAT, the investment maturing on January 29, 2024 in the amount of \$1,053,003.99 be reinvested into a locked-in GIC, for a one-year term, at a rate of 5.48%.