



BOARD OF HEALTH MEETING

Wednesday, February 5, 2020
9:30 to 10:30 a.m.

To ensure a quorum we ask that you please
RSVP (Regrets Only) to
clovell@hpeph.ca or 613-966-5500, Ext 231

PLEASE NOTE:

- There will be a Closed Session at the **end** of the meeting

Hastings Prince Edward Public Health 2019 - 2023 Strategic Plan

Our Vision

Healthy Communities,
Healthy People.

Our Mission

Together with our communities,
we help people become as
healthy as they can be.

Our Values Show We CARE



Collaboration



Advocacy



Respect



Excellence

Our Strategic Priorities



Community
Engagement



Staff
Engagement
and Culture



Population Health
Assessment and
Surveillance



Program
Standards



Health
Promotion

BOARD OF HEALTH MEETING AGENDA

Wednesday, February 5, 2020

9:30 to 10:30 a.m.

1. **CALL TO ORDER**
2. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THERE OF**
3. **APPROVAL OF THE AGENDA (MOTION)**
4. **ELECTIONS OF THE CHAIR AND VICE CHAIR**
5. **APPOINTMENT OF COMMITTEE MEMBERS**
6. **APPROVAL OF THE MINUTES OF THE PREVIOUS BOARD MEETING (MOTION)**
 - 6.1 Meeting Minutes of Wednesday, October 2, 2019 (Amended) [Schedule 6.1](#)
 - 6.2 Meeting Minutes of Wednesday, November 6, 2019 [Schedule 6.2](#)
7. **BUSINESS ARISING FROM THE MINUTES**
8. **DEPUTATIONS - None**
9. **COMMITTEE REPORTS (MOTION)**
 - 9.1 Finance Committee – Bill
 - 9.1.1 2020 Budget [Schedule 9.1.1](#)
 - 9.2 Governance Committee - Deborah
10. **REPORT OF THE MEDICAL OFFICER OF HEALTH (MOTION)**
11. **STAFF REPORTS - Deferred**
12. **CORRESPONDENCE AND COMMUNICATIONS (MOTION)**
 - 12.1 Ministry of Health – One-Time Funding for Ontario Seniors Dental Care Program (OSDCP) [Schedule 12.1](#)
 - 12.2 City of Belleville to Minister of Health re Public Health Modernization [Schedule 12.2](#)
13. **NEW BUSINESS**
14. **INFORMATION ITEMS (MOTION)** (Available for viewing online at hpePublicHealth.ca)
15. **CLOSED SESSION (MOTION)**

THAT the Board of Health convene in closed session for the purpose of a discussion of personnel issues in accordance with Section 239 (2) ii personal matters about an identifiable individual, including Board employees;
16. **MOTIONS ARISING FROM CLOSED SESSION (MOTION)**
17. **DATE OF NEXT MEETING - Wednesday, March 4, 2020 at 9:30 a.m.**
18. **ADJOURNMENT (MOTION)**



BOARD OF HEALTH MEETING MINUTES

October 2, 2019

Hastings Prince Edward Public Health
179 North Park Street, Belleville
Douglas Rooms A, B & C, 1st Floor

Present: Ms. Jo-Anne Albert, Mayor, Municipality of Tweed, County of Hastings, Chair
Mr. Stewart Bailey, Councillor, County of Prince Edward
Mr. Bill Sandison, Councillor, City of Belleville
Ms. Joy Martin, Provincial Appointee
Ms. Deborah Goulden, Provincial Appointee
Dr. Craig Ervine, Provincial Appointee
Mr. Michael Kotsovos, Councillor, City of Quinte West
Mr. Sean Kelly, Councillor, City of Belleville

Also Present: Dr. Piotr Oglaza, Medical Officer of Health and CEO
Ms. Valerie Dunham, Director of Corporate Services/Associate CEO
Mr. Eric Serwotka, Director Public Health Programs
Ms. Jenn Barrett, Executive Assistant to the MOH and CEO
Ms. Terri Slack, Superintendent, Algonquin Lakeshore Catholic District School Board
Ms. Megan Adams, Hastings Prince Edward District School Board

Regrets: Mr. Andreas Bolik, Councillor, County of Prince Edward
Mr. Terry Cassidy, Councillor, City of Quinte West
Prof. Douglas Lafreniere, Provincial Appointee
Ms. Jan O'Neill, Mayor, Municipality of Marmora and Lake, County of Hastings

1. CALL TO ORDER

Chair Albert called the meeting to order and welcomed Ms. Terry Slack, Superintendent, School Effectiveness at Algonquin Lakeshore Catholic District School Board and Ms. Megan Adam, Educator of Health and Physical Education Curriculum Services at Hastings Prince Edward District School Board.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There was no disclosure of pecuniary interest.

3. APPROVAL OF AGENDA

MOTION:

Moved by: Sean

Seconded by: Stewart

THAT the agenda for the Board of Health (BOH) meeting on October 2, 2019 be approved as circulated.

CARRIED

4. CLOSED SESSION - None**5. MOTIONS ARISING FROM CLOSED SESSION** - None**6. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

MOTION:

Moved by: Bill

Seconded by: Joy

THAT the minutes of the regular meeting of the Board of Health held on September 4, 2019 be approved as circulated.

CARRIED

7. BUSINESS ARISING FROM MINUTES - None**8. DEPUTATIONS** - None**9. COMMITTEE REPORTS****9.1 Finance Committee** - None**9.2 Governance Committee****9.2.1 Risk Management Update**

The committee reviewed the Risk Management Activity Report as reported to the Ministry of Health for the period up to September 30, 2019. It was noted that compared to the report that was presented in 2017 when risk management was formally introduced at Hastings Prince Edward Public Health (HPEPH) many of the risks have been mitigated. Currently HPEPH only has five (5) risks that are determined to be at a "high risk" level. Management continues to monitor, report and implement action to mitigate risks on an ongoing basis.

9.2.2 Policy Advocacy Framework

The committee reviewed the Policy Advocacy Framework as presented by Foundational Standards Manager, Veronica Montgomery. The Advancing Public Policy: A Framework for Public Health Action provides guidance on how to plan, document, monitor, and evaluate HPEPH policy-related efforts. It details the role of public health units in policy advocacy, outlines the Policy Process Model, summarizes the Model for Policy Advocacy in Public Health, and supplies various options for Policy Advocacy. As policy advocacy is a core function of public health, the framework will provide HPEPH staff and members of the Board of Health with guiding principles to meaningfully operationalize policy advocacy in a strategic and coordinated fashion.

The Governance Committee recommends the BOH approve the Advancing Public Policy: A Framework for Public Health Action and resolve that staff develop a related BOH policy for advancing public policy at HPEPH.

9.2.3 PH Modernization Consultation Process

A recap of the modernization process was given highlighting key dates and next steps within the process. The Governance Committee reviewed and provided suggestions for recommendations for the modernization of Public Health to be presented to the Ministry-appointed expert during the consultation process. Additionally, the BOH provided feedback and next steps in reference to the recommendations for a Board governance model and suggested boundaries.

The Governance Committee recommends that the BOH endorses the consultation document and that the Executive continues to develop recommendations in advance of the consultation process.

MOTION:

Moved by: Michael

Seconded by: Bill

THAT the Board receive the verbal report of the Governance Committee and approve all recommendations made.

CARRIED

Deb Goulden arrived at 9:45 a.m.

10. REPORT OF THE MOH and CEO

Dr. Oglaza welcomed Public Health and Preventative Medicine residents, Dr. Azim Kasmani and Dr. Richard Mather to HPEPH.

October 21-25 is National Cervical Cancer Awareness Week. Pap tests are a very effective way to screen for cervical cancers and HPV and allow for prompt treatment if required. The Cancer Centre of Southeastern Ontario (CCSEO) and HPEPH are encouraging people with a cervix to stay up-to-date with Pap tests every three years. Locally, many may have challenges accessing these tests, especially if they do not have a primary care provider. To help improve access to this important test, CCSEO and HPEPH, in partnership with Queen's University Department of Obstetrics and Gynecology, will be offering a Pap Party in Bancroft on October 21, from 5:30pm – 7:30pm. Other local Pap Parties will be held on the same week in Belleville, Tyendinaga, Napanee, and Kingston.

HPEPH will once again be offering flu immunization clinics throughout the community this fall. Dr. Oglaza reinforced that the flu vaccine is the best way to protect yourself and those you care about from the flu. The flu vaccine is available at no cost to any person over the age of 6 months who lives, works, or attends school in Ontario. The vaccine is especially important if you are over 65, pregnant, or live with an immunodeficiency. It is also important for people who live with or take care of these vulnerable individuals. In Ontario, there are many locations where people can receive the vaccination, including their primary care provider, pharmacies, and HPEPH Community Flu Clinics. The vaccine takes up to two weeks to offer full protection, therefore people are encouraged to get vaccinated as early as possible.

Dr. Oglaza discussed health concerns related to vaping, noting that recent events have challenged the common misconception that vaping is harmless. While vaping is being promoted as less harmful than smoking, less harmful does not equal safe. Recently, vaping-related lung illnesses have emerged, with at least one case being identified in Ontario. The Minister of Health recently

implemented Section 77.7.1 of the Health Protection and Promotion Act, requiring hospitals to share data related to cases of vaping-related illness. With this data, Public Health can better understand how and why vaping products may affect the lungs and determine how to best prevent these avoidable illnesses. Dr. Oglaza reinforced that while we are waiting for more information, we continue to share the message that if you don't smoke or vape, don't start. Discussion ensued.

MOTION

Moved by: Sean

Seconded by: Michael

THAT staff be directed to develop a plan of action and advocacy for vaping.

CARRIED

MOTION

Moved by: Bill

Seconded by: Michael

THAT staff be directed to send a letter to the Ministry regarding the regulations pertaining to the sale and marketing of vaping products.

CARRIED

MOTION

Moved by: Craig

Seconded by: Bill

THAT the report of the Medical Officer of Health and CEO be received as presented.

CARRIED

11. STAFF REPORTS - Verbal

11.1 Postpartum Support Enhancement Literature Review, Brooke Cousins and Sandy Stevenson

Brooke and Sandy highlighted that high local rates of perinatal mood disorders and low breastfeeding rates have been identified as public health concerns in Hastings and Prince Edward Counties (HPEC).

Breastmilk provides infants with optimal nutrition for healthy growth and brain development. Breastfeeding also promotes maternal-infant bonding, protects infants from many infections and illnesses, helps build healthy eating habits, and decreases the risk of sudden infant death syndrome. Research has demonstrated the effects of postpartum mood disorders on the initiation and duration of breastfeeding. Mothers with postpartum anxiety are less likely to exclusively breastfeed and are more likely to stop breastfeeding early. Similarly, women with postpartum depression have been found to have decreased breastfeeding duration and increased breastfeeding difficulties.

A comprehensive review of existing research and several recommendations have been developed for postpartum support. Work is underway to determine what recommendations are most feasible for implementation and are most likely to improve postpartum mental health outcomes and breastfeeding rates in HPEC.

11.1.2 School Health Situational Assessment, Sharon Osterhout

Sharon detailed that HPEPH has been working to implement the School Health Standard, a new component of the Ontario Public Health Standards. To support this goal, HPEPH's Strategic Plan 2019-2023 identified the need to review and assess the role of public health in local schools.

A comprehensive situational assessment took place over the 2018/2019 school year to help identify how public health can work with schools as they support the health and wellbeing of their students. This assessment took place in partnership with Algonquin Lakeshore Catholic District School Board, Hastings Prince Edward Public School Board, and a consultant. Through surveys, interviews, and focus groups, the assessment results identified key areas of priority for local school boards and schools, which included Positive Mental Health, Healthy Eating Behaviours and Food Safety, Physical Activity and Sedentary Behaviour, and Healthy Growth and Development/Healthy Sexuality.

The Positive Mental Health priority includes Mental Health Promotion, Violence and Bullying, Substance Use and Harm Reduction, and Suicide Risk and Prevention. The report that resulted from the assessment identified ways that public health can partner with the educational sector and the broader community, including municipalities, to implement these recommendations and provide meaningful support to schools and students.

11.2.1 Beach Report, Irena Ampuero and Andrew Landy

MOTION

Moved by: Deb

Seconded by: Stewart

THAT the Board receive the staff reports as presented.

CARRIED

12. CORRESPONDENCE AND COMMUNICATIONS - None

13. NEW BUSINESS

Bill noted that October was National Child Abuse Prevention Month and shared national statistics of child abuse, including sexual abuse and human trafficking. Dr. Oglaza noted that HPEC is not immune to these staggering statistics and that the community is impacted with things such as an increased risk of addictions later in life as we are seeing in the opioid epidemic. A continued focus on prevention, healthy growth and development and connecting clients with resources available in the community are just some of the ways that HPEPH can help.

Sean commended Dr. Oglaza, HPEPH staff and the community on a successful Youth2Youth summit that took place on September 27, 2019.

14. INFORMATION ITEMS

Chair Albert drew the Board's attention to the Information items listed within the agenda.

MOTION

Moved by: Craig

Seconded by: Michael

THAT the Board receive the information items as circulated

CARRIED

15. DATE OF NEXT MEETING

Wednesday, November 6, 2019

16. ADJOURNMENT

MOTION:

Moved by: Bill

Seconded by: Joy

THAT this meeting of the Board be adjourned at 10:45 a.m.

CARRIED

Jo-Anne Albert, Chair



BOARD OF HEALTH MEETING MINUTES

November 6, 2019

Hastings Prince Edward Public Health (HPEPH)

179 North Park Street, Belleville

Douglas Rooms A, B & C, 1st Floor

Present: Ms. Jo-Anne Albert, Mayor, Municipality of Tweed, County of Hastings, Chair
Mr. Stewart Bailey, Councillor, County of Prince Edward
Mr. Terry Cassidy, Councillor, City of Quinte West
Dr. Craig Ervine, Provincial Appointee
Mr. Michael Kotsovos, Councillor, City of Quinte West
Prof. Douglas Lafreniere, Provincial Appointee
Ms. Joy Martin, Provincial Appointee
Ms. Jan O'Neill, Mayor, Municipality of Marmora and Lake, County of Hastings
Mr. Bill Sandison, Councillor, City of Belleville

Also Present: Dr. Piotr Oglaza, Medical Officer of Health and CEO
Ms. Valerie Dunham, Director of Corporate Services/Associate CEO
Mr. Eric Serwotka, Director of Public Health Programs
Ms. Catherine Lovell, Administrative Assistant
Ms. Jenn Barrett, Executive Assistant to the MOH and CEO
Sergeant Brad Stitt, Belleville Police Service
Staff Sergeant Dawn Ferguson, Central Hastings OPP

Regrets: Mr. Andreas Bolik, Councillor, County of Prince Edward
Ms. Deborah Goulden, Provincial Appointee
Mr. Sean Kelly, Councillor, City of Belleville

1. CALL TO ORDER

Chair Albert called the meeting to order at 9:30 a.m. and welcomed Sergeant Brad Stitt, Traffic Safety Unit of the Belleville Police Service and Staff Sergeant Dawn Ferguson, Detachment Commander of the Central Hastings OPP.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There was no disclosure of pecuniary interest.

3. APPROVAL OF AGENDA

MOTION:

Moved by: Joy

Seconded by: Terry

THAT the agenda for the Board of Health (Board) meeting on November 6, 2019 be approved as circulated.

CARRIED

4. CLOSED SESSION

MOTION:

Moved by: Bill

Seconded by: Michael

THAT the Board convene in closed session for the purpose of a discussion of personnel issues in accordance with Section 239(2)(b); *personal matters about an identifiable individual, including municipal or local board employees.*

CARRIED

As per the motion made in the Closed Session to return to Open Session the Board reconvened in Open Session at 9:53 a.m.

5. MOTIONS ARISING FROM CLOSED SESSION

MOTION:

Moved by: Terry

Seconded by: Craig

THAT the Board endorse the actions approved in the Closed Session and direct the staff and the Board to take appropriate action.

CARRIED

6. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING

MOTION:

Moved by: Bill

Seconded by: Jan

THAT the minutes of the regular meeting of the Board of Health held on October 2, 2019 be approved as circulated. It was noted that some corrections need to be made in the minutes. Minutes of October 2, 2019 will need to be revised and brought back to the next Board meeting for approval.

NOT CARRIED

7. BUSINESS ARISING FROM MINUTES - None

8. DEPUTATIONS - None

9. COMMITTEE REPORTS

9.1 Finance Committee - None

9.2 Governance Committee – None

10. REPORT OF THE MOH and CEO

Dr. Oglaza gave an update on Adverse Childhood Experiences (ACEs) which are traumatic events that take place during the first 18 years of life. It was suggested that we investigate work taking place across the province to address ACEs. To address this issue, we have partnered with Public Health Ontario and other public health units to establish an ACEs working group that will work to identify what interventions are currently offered by public health units to prevent and/or mitigate the

impact of ACEs and what work is currently underway in Ontario. Once this work is complete, the working group will summarize findings in a report that will be shared with all Ontario health units. This report will help inform future planning for the Healthy Growth and Development Program here at HPEPH and potentially at other public health units.

Dr. Oglaza discussed a new radon study being conducted by HPEPH to better understand radon levels in our area with a view to equipping residents with the information they need to protect themselves. Radon is the second highest cause of both lung cancer and environmental cancer and is more likely to impact one's health when combined with smoking. Homeowners can apply to participate in the study by registering to receive a free radon kit on our website until November 14.

Dr. Oglaza gave an update about a situational assessment conducted with input from local partners to better understand the local impact of opioids and other drugs within our area. This assessment involved gathering and compiling data from sources such as local rates of hospitalization and emergency department visits, interviews with local community service agencies and conducting focus groups of people with lived-experience. A final report identifies recommendations to address the way we approach the opioid crisis locally and can be found on the HPEPH website.

The Healthy Communities team is undertaking a Community Food Assessment in partnership with local agencies, which will involve engagement with the community to identify priorities that need to be addressed and how public health can contribute and to identify strategies for collaboration and partnership between HPEPH and local food system stakeholders. There will be open houses held in Picton, Marmora and Maynooth on November 18 and 19 and an online survey will be offered to the public for all to participate in. The focus of this assessment will be rural communities, where data shows there are greater challenges related to food distribution and access. This assessment will be used to guide decisions and make policy recommendations as we work with our municipal partners. The final report is expected to be completed by March 2020.

MOTION

Moved by: Stewart

Seconded by: Douglas

THAT the report of the Medical Officer of Health and CEO be received as presented.

CARRIED

11. STAFF REPORTS - Verbal

11.1 Prenatal Education Health Equity Impact Assessment (HEIA) – Wia Baker and Kirsten Stones

A HEIA means reviewing the way we deliver our services to ensure these services are reaching those who need them most. We want to ensure that all expectant families have equitable access to prenatal education. In Hastings and Prince Edward Counties (HPEC) we have approximately 1500 births per year with an average age of 28.5 years of mothers with 30% of these new moms indicating mental health concerns. Discussion ensued.

11.1.2 Influenza Update – Bill Sherlock and Dr. Azim Kasmani

HPEPH continues to offer community flu clinics throughout our region and at our offices, provide ongoing education to local health care providers and raise awareness about ways to prevent the flu. So far this year we have had three (3) flu clinics resulting in 945 shots, compared to 2018 where we had given approximately half that number. Over the duration of the flu season we see approximately 1,500 people in the community flu clinics, 2,000 overall by HPEPH and about 15,000 people are seen at pharmacies. Those most affected by the flu continue to be 65 years and over and 0 to 4 years of age.

11.1.3 Quinte Region Traffic Coalition Engineering Situational Assessment – Kerri Jianopoulos, Sergeant Stitt and Staff Sergeant Ferguson

The Quinte Region Traffic Coalition (QRTC) recently undertook a situational assessment to identify what is currently being done at the municipal engineering and planning level to address motor vehicle collisions and to identify how we can support and collaborate with municipalities on this serious public health concern. Sergeant Stitt, who is in a lead role and has been involved for over 10 years, noted that the focus has been on enforcement commented, “We can’t ticket our way out of this. We need to engage with municipal partners.” The QRTC is launching a new campaign consisting of a series of 12 educational videos that will be posted on social media and will be shared with the municipalities to post on their websites and social media platforms as requested by members of the Board.

MOTION

Moved by: Douglas

Seconded by: Stewart

THAT the Board receive the staff reports as presented.

CARRIED

12. CORRESPONDENCE AND COMMUNICATIONS

Letter to the Honourable Christine Elliott, Deputy Premier and Minister of Health regarding Ontario banning the promotion of vaping products in corner and convenience stores.

MOTION

Moved by: Douglas

Seconded by: Stewart

THAT the Board receive the correspondence as circulated.

CARRIED

13. NEW BUSINESS - None

14. INFORMATION ITEMS

Chair Albert drew the Board's attention to the Information items listed within the agenda.

MOTION

Moved by: Terry

Seconded by: Bill

THAT the Board receive the information items as circulated

CARRIED

15. DATE OF NEXT MEETING

Wednesday, December 4, 2019 – This is a Board of Health Training Day.

The January 1, 2020 meeting has been cancelled. The Board will reconvene on February 5, 2020 for its regularly scheduled meeting.

16. ADJOURNMENT

MOTION:

Moved by: Douglas

Seconded by: Stewart

THAT this meeting of the Board be adjourned at 11:10 a.m.

CARRIED

Jo-Anne Albert, Chair



HASTINGS PRINCE EDWARD
Public Health

2020 BUDGET PACKAGE

For Board Approval February 5, 2020

HASTINGS PRINCE EDWARD PUBLIC HEALTH

2020 BUDGET- Executive Summary

For Board Approval February 5, 2020

After a year of uncertainty and proposed changes to the entire Public Health system in Ontario, the HPEPH Management Team is pleased to present a balanced budget to the Board of Health for the 2020 operating year. The development of this budget has been highly influenced by the directions of the 2019-2023 Strategic Plan which identified priority action items of continuing to review and evaluate our programs and services, establishing processes to improve efficiencies, and optimizing the allocation of resources. These actions will help prepare HPEPH for the modernization of public health that we expect to unfold in the coming months and years. We are continuing work that was already underway, to ensure our staff resources are best aligned to meet organizational needs, while continuing to provide community services.

The 2020 budget reflects the following key changes in revenue:

- A change in the provincial/municipal cost sharing model - from a 75/25% formula to a 70/30% formula for all programs including those that were previously 100% funded by the province. This change results in a \$1,120,050 increase to the municipal contribution.
- The Province of Ontario has indicated mitigation funding will be provided to limit the municipal increase to 10% over 2019. Mitigation funding is expected to be \$837,570 leaving a balance of \$282,480 to be paid by municipalities. For the 2020 fiscal year, this will be drawn from the HPEPH operating reserves to lessen the immediate strain on municipalities and to allow more time for Public Health to receive clarity from the province about future funding.
- The 2020 budget will also account for year 2 of the 2-year adjustment plan to align municipal funding contributions with Statistics Canada population numbers. No further adjustments will be required.
- The Province of Ontario is providing 100% funding for the New Seniors Dental Program which amounts to \$931,300 for HPEPH. In addition, one-time funds for capital investments related to this program have been approved in the amount of \$847,900 to cover the cost of a mobile clinic as well as a full dental lab for the Belleville office.

The 2020 budget reflects the following key changes in expenditures:

- Changes and adjustments to the HPEPH staff complement have been implemented over the past year as part of efforts to ensure our staff resources align with organizational needs. Staffing changes resulted in an overall decrease of 3 Full-Time Equivalent positions. This change will help accommodate the cost of negotiated increases, increases in benefit costs, as well as provision for outstanding pay equity and job evaluation initiatives.
- The cost of employee benefits increased by 15% for health and dental.
- A significant increase in our training budget has been planned to support investment in our staff capacity and leadership skills.
- Significant increases in program materials, professional and purchased services and travel costs, as required to implement the new Seniors Dental Program.
- Planned provision for capital expenditures in the amount of \$847,900 for the Seniors Dental program.

Moving forward, the Management Team at HPEPH will continue ongoing work to ensure that our resources meet community public health priorities by actioning the 2019-2023 Strategic Plan, as approved by the Board of Health. Throughout 2020, we will continue to work closely with the Board of Health to respond to the modernization process, and plan proactively for future budgets.

**HASTINGS PRINCE EDWARD PUBLIC HEALTH
2019 Actuals & 2020 Proposed BUDGET For
Board Approval February 5, 2020**

	2019 Forecast Actuals	2019 Board of Health Approved Budget	2019 Variance Budget vs Actual	2020 Proposed Budget	Variance (2020 Proposed Budget vs 2019 Approved Budget)	% Variance
REVENUES						
1 Ministry of Health						
a) Mandatory Programs - Cost shared	8,474,400	8,320,200	154,200	7,909,440	(410,760)	-5%
b) Related Programs - Cost shared	1,850,300	2,004,500	(154,200)	1,295,210	(709,290)	-35%
c) 100% Programs - Seniors Dental Program	440,000	-	440,000	931,300	931,300	
d) Annual Grants and one-time grants	128,502	153,700	(25,198)	977,900	824,200	536%
e) Mitigation Funding	-	-	-	837,570	837,570	
2 Municipal Levies	3,388,953	3,388,953	-	3,388,953	-	0%
3 Ministry of Children, Community & Social Services	1,160,543	1,160,543	-	1,160,543	-	0%
4 Public Health Agency of Canada	102,938	89,988	12,950	89,988	-	0%
5 Health Canada	51,056	39,000	12,056	39,000	-	0%
6 Expenditure Recoveries	349,129	210,000	139,129	280,000	70,000	33%
7 Transfer from Municipal Reserves	-	-	-	282,480	282,480	0%
TOTAL REVENUES	15,945,821	15,366,884	578,937	17,192,384	1,825,500	11.9%
EXPENSES						
1 Salaries & Wages	9,657,011	10,227,239	(570,228)	10,237,000	9,761	0.1%
2 Employee Benefits	2,501,379	2,607,370	(105,991)	2,699,384	92,014	3.5%
3 Staff Training	130,888	144,575	(13,687)	204,000	59,425	41.1%
4 Travel Expenses	180,391	196,800	(16,409)	221,500	24,700	12.6%
5 Building Occupancy	1,104,828	996,600	108,228	1,002,600	6,000	0.6%
6 Office Expenses, Printing, Postage	102,812	80,000	22,812	80,000	-	0.0%
7 Program Materials, Supplies	836,764	425,900	410,864	664,000	238,100	55.9%
8 Professional & Purchased Services	294,341	297,700	(3,359)	762,000	464,300	156.0%
9 Communication Costs	98,455	97,100	1,355	106,000	8,900	9.2%
10 Information Technology	444,327	293,600	150,727	368,000	74,400	25.3%
11 One Time Capital Expenditures	8,912	-	8,912	847,900	847,900	
12 Transfer to Capital/Operating Funds	350,588	-	350,588	-	-	
TOTAL EXPENSES	15,710,695	15,366,884	343,811	17,192,384	1,825,500	11.9%
SURPLUS/DEFICIT	235,126	-	235,126	0	0	

ANALYSIS OF SURPLUS BALANCE

Mandatory Programs	-
Related Programs	87,962
Seniors Dental Program	81,266
Ministry of Health Grants	1,188
Ministry of Health Grant Deferrals to March 31st	-
MCCS Programs Deferrals to March	8,843
Federal Programs Deferrals to March	55,867
	<u>235,126</u>

HASTINGS PRINCE EDWARD PUBLIC HEALTH
Budgeted Revenues - For the period January 1, 2020 to December 31, 2020
For Board Approval February 5, 2020

Revenue Source	Ministry of Health		TOTAL Ministry of Health Programs	Other Grants & Contracts			TOTAL Other Grants & Contracts	Consolidated Budget
	Mandatory Programs	Related & 100% Programs		Ministry of Health	Healthy Babies Healthy Children	Federal Grants		
PROVINCIAL & MUNICIPAL FUNDING								
Ministry of Health								
Mandatory, Related and 100% Programs	7,909,440	2,226,510	10,135,950				-	10,135,950
Annual and one time grants			-	977,900			977,900	977,900
Mitigation Funding	837,570		837,570				-	837,570
Municipal Levy	2,833,863	555,090	3,388,953				-	3,388,953
Transfer from Municipal Reserves	282,480		282,480				-	282,480
Ministry of Children, Community & Social Services			-		1,160,543		1,160,543	1,160,543
TOTAL PROVINCIAL & MUNICIPAL GRANTS	11,863,353	2,781,600	14,644,953	977,900	1,160,543	-	2,138,443	16,783,396
FEDERAL FUNDING								
Public Health Agency of Canada						89,988	89,988	89,988
Health Canada						39,000	39,000	39,000
EXPENDITURE RECOVERIES								
Nicotine Replacement Therapy Sales	25,000		25,000				-	25,000
Contraceptive Sales	13,000		13,000				-	13,000
OHIP Payments	20,000		20,000				-	20,000
Food Handler Course Registrations	40,000		40,000				-	40,000
Shingrix Vaccine	60,000		60,000				-	60,000
Travel Vaccines	60,000		60,000				-	60,000
Menactra Vaccine	11,000		11,000				-	11,000
Human Papilloma Virus (HPV) Vaccine	16,000		16,000				-	16,000
Flu Vaccine	8,000		8,000				-	8,000
Seniors Dental Program - Denture Recoveries	15,000		15,000				-	15,000
Interest	12,000		12,000				-	12,000
	280,000	-	280,000	-	-	128,988	128,988	408,988
TOTAL REVENUES	12,143,353	2,781,600	14,924,953	977,900	1,160,543	128,988	2,267,431	17,192,384

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2020 BUDGET - Explanatory Notes and Variance Analysis - REVENUES
For Board Approval February 5, 2020

	Budget 2020	Budget 2019	Variance 2020 vs 2019
1. MINISTRY OF HEALTH			
a) <u>Mandatory Programs - Cost shared</u>	\$ 7,909,440	\$ 8,320,200	\$ (410,760)
<p>The Ministry of Health issues an accountability agreement each year outlining the terms of transfer payments to public health. Programs covered through cost shared funding include the following 12 program areas:</p>			
Foundational Standards			
Population Health Assessment			
Health Equity			
Effective Public Health Practice			
Emergency Preparedness, Response and Recovery			
Program Standards			
Chronic Diseases and Injury Prevention, Wellness and Substance Misuse			
Food Safety			
Healthy Environments			
Healthy Growth and Development			
Immunization			
Infectious and Communicable Diseases Prevention and Control			
Safe Water			
School Health			
b) <u>Related Programs - Cost shared</u>			
Enhanced Food Safety Initiative	17,500		
Enhanced Safe Water Initiative	10,850		
Harm Reduction Program Enhancement (Opioid program)	105,000		
Healthy Smiles Ontario	385,210		
Infectious Diseases Control Initiative	155,610		
Needle Exchange Program Initiative	35,700		
Nursing Initiatives	274,470		
Smoke Free Ontario Strategy	310,870		
	1,295,210	2,004,500	(709,290)
Total Ministry of Health - Mandatory and Related Programs	9,204,650	10,324,700	(1,120,050)
c) <u>100% Programs - Seniors Dental Program</u>			
<p><i>The seniors dental program was announced in April 2019. Funding was pro-rated in the amount of \$698,475 for the 9 month period of April - December, of which \$359,000 was spent up to December 31, 2019. The annualized amount for the program is \$931,300.</i></p>			
	931,300	0	931,300
Total Ministry of Health Accountability Agreement	\$ 10,135,950	\$ 10,324,700	\$ (188,750)

d) **Annual Grants and one-time grants**

A Medical Officer of Health (MOH) Compensation Grant is provided by the Ministry of Health on an annual basis. This Grant as well as a small amount for a Public Health Inspector Practicum Student is included in this budget. One time funding for the Seniors Dental Program was approved in 2019 for a Mobile Dental Clinic and upgrades at the Belleville dental office. Both amounts will be expensed in 2020 and are included in the budget. The Infoway grant received in 2019 was a one-time grant for the Panorama database and is not available in 2020.

MOH Compensation Grant	120,000	102,000	
Public Health Inspector Practicum Student	10,000	10,000	
Infoway grant (For Panorama database funding)	0	41,700	
Seniors Dental Care- Clinic Upgrades	252,900		
Seniors Dental Care- Mobile Dental Clinic	595,000		
Total Annual and one-time funding Ministry of Health Grants	977,900	153,700	824,200
e) 2020 MITIGATION FUNDING from Ministry of Health	837,570	-	837,570

One-time mitigation funding to limit cost increases resulting from the change in cost-sharing formula to 10% of existing municipal costs.

2. MUNICIPAL LEVY

The total municipal levy is the same as 2019, but the assignment of funding amounts has changed to reflect Statistics Canada population figures.

City of Belleville	1,083,324	1,057,039	26,285
City of Quinte West	930,757	908,531	22,226
Hastings County	846,453	870,246	(23,793)
Prince Edward County	528,419	553,137	(24,718)
	\$ 3,388,953	\$ 3,388,953	\$ -

3. MINISTRY OF CHILDREN, COMMUNITY & SOCIAL SERVICES

MCCSS funds the Healthy Babies, Healthy Children program; no increase is anticipated for this contract. Effective April 1, 2019, the fiscal year for this program was changed to the government year of April - March.

1,160,543	1,160,543	-
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4. PUBLIC HEALTH AGENCY OF CANADA (PHAC)

PHAC funds the Canada Prenatal Nutrition Program (CPNP); no increase is anticipated for this contract. This program has a March 31st fiscal year. Forecast actuals include the carry forward of funds at December 2019. This contribution assists in meeting the Ontario Public Health Standards for vulnerable populations.

89,988	89,988	-
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5. HEALTH CANADA

Health Canada funds the Children's Oral Health Program (COHP); no increase is anticipated for this contract. The program has a March 31st fiscal year. Forecast actuals include the carry forward of funds at December 2019.

39,000	39,000	-
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6. EXPENDITURE RECOVERIES

Expenditure recoveries include OHIP reimbursements, vaccine recoveries, food handler course registrations, contraceptives and nicotine replacement therapy recoveries and interest earnings on transfer payments. 2020 figures also include estimated recoveries of \$15,000 for denture payments in the Seniors Dental Program.

This area of revenue has varied significantly over the past five years due to changes in publicly funded vaccines (e.g. Shingles vaccines), the reduced demand for flu vaccines at public health (pharmacies now administer a large percentage of flu vaccines) and HPEPH changes in travel vaccines and TB testing. Recoveries for vaccines and food handler courses were higher than anticipated in 2019 which resulted in more revenues in this area. This pattern is expected to continue in 2020.

280,000	210,000	70,000
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7. TRANSFER FROM RESERVES

282,480	-	282,480
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TOTAL BUDGETED REVENUES

\$ 17,192,384	\$ 15,366,884	\$ 1,825,500
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HASTINGS PRINCE EDWARD PUBLIC HEALTH
Budgeted Expenses - For the period January 1, 2020 to December 31, 2020
For Board Approval February 5, 2020

Expense Item	Ministry of Health	Other Grants & Contracts			TOTAL Other Grants & Contracts	Consolidated Budget
	Mandatory, Related and 100% Programs	Annual Grants and one-time grants	Healthy Babies Healthy Children	Federal Grants		
Salaries & Wages	9,160,404	129,044	870,218	77,334	1,076,596	10,237,000
Employee Benefits	2,450,450	956	227,025	20,954	248,934	2,699,384
Staff Training	201,700	-	2,300	-	2,300	204,000
Travel Expenses	188,500	-	30,000	3,000	33,000	221,500
Building Occupancy	1,002,600	-	-	-	-	1,002,600
Office Expenses, Printing, Postage	78,000	-	2,000	-	2,000	80,000
Program Materials, Supplies	636,300	-	-	27,700	27,700	664,000
Professional & Purchased Services	761,000	-	1,000	-	1,000	762,000
Communication Costs	95,500	-	10,500	-	10,500	106,000
Information Technology	350,500	-	17,500	-	17,500	368,000
Capital Expenditures		847,900		-	847,900	847,900
TOTAL EXPENDITURES	14,924,954	977,900	1,160,543	128,988	2,267,430	17,192,384

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2020 BUDGET - Explanatory Notes and Variance Analysis - EXPENSES
For Board Approval February 5, 2020

1. SALARIES & WAGES

During 2019, HPEPH experienced a high level of staffing changes with a total of 18 new staff joining the organization, multiple internal changes, 8 retirements and 6 leaves of absence. As noted in the Executive Summary, several staffing changes were implemented to address strategic priorities and optimize the allocation of resources.

Decreases in staff positions throughout 2019 included a Senior Public Health Inspector, Health Promoter, Registered Nurse, Dietitian, and Administrative Assistant. Staffing was increased for Dental Hygienists and Dental Assistants to meet the needs of the Seniors Dental Program and additional nursing and Public Health Inspector time was budgeted to cover planned leaves of absence. Additional staff time budgeted in 2019 for communications and IT support has continued in the 2020 budget.

The number of full-time equivalent positions has been reduced from 133 in 2019 to 130 FTEs in 2020. This reduction has allowed us to cover the negotiated increase of 1.75% in 2020 and provides a provision for outstanding pay equity and job evaluation initiatives.

It is important to note that several positions were held vacant during the 2019 year due to the uncertainty of the budget changes announced in the spring. As more details became available, positions were filled to align with service delivery needs. These delays, plus the high level of staff changes during the year resulted in significant salary savings and the resulting 2019 variance on salaries and wages.

2. EMPLOYEE BENEFITS

Employee benefits were under budget in 2019 due to position vacancies. Effective December 1, 2019, health and dental rates increased 15% resulting in a substantial increase in benefit costs. Overall, benefits amount to 26% of salaries. This includes statutory benefits (CPP, EI, EHT and WSIB), OMERS pension plan contributions, group health, dental and life insurance and a % in lieu for part-time and contract staff.

3. STAFF TRAINING

Staff turnover resulted in savings in the 2019 training budget. The budget for 2020 reflects a strategic direction to invest significantly in the training and development of our staff. A comprehensive leadership and capacity building training course has been budgeted as well as significant increases in many program budgets for training given the large number of new staff.

4. TRAVEL EXPENSES

Travel expenses account for staff travel throughout Hastings and Prince Edward Counties to deliver services including the inspection of food and water premises, immunization and dental clinics in the community and home visits. The increase in this area is due to the new requirement to maintain the Mobile Dental Clinic for the Seniors Dental Program. Without the Seniors Dental program, budgeted travel is consistent with 2019 travel costs which were underbudget.

5. BUILDING OCCUPANCY

Building occupancy expenses include the building loan, leases, maintenance costs, cleaning services and supplies for all locations of the organization. Building Occupancy costs were overbudget in 2019 due to \$56,000 related to the new Seniors Dental Program, as well as installation of a water softener and treatment system and upgraded flooring in the stairwells. The \$6,000 increase in the 2020 budget allows a provision for the pattern of high maintenance costs.

6. OFFICE EXPENSES, PRINTING, POSTAGE

Office expenses were over budget in 2019 due to a large file scanning project, which was completed in December. For 2020, we foresee no significant changes.

7. PROGRAM MATERIALS, SUPPLIES

Program materials and supplies were overbudget in 2019 due to significant expenditures for supplies in the new Seniors Dental Program as well as increased expenditures for program materials including nicotine replacement therapy (NRT) and vaccines. For 2020, the budget includes \$222,000 for the Seniors Dental Program which explains the increase in this area.

8. PROFESSIONAL & PURCHASED SERVICES

The budget for professional and purchased services was increased substantially for 2020 to reflect the needs of the Seniors Dental program. Dentist fees, denturist and lab fees and other related costs for the program are budgeted at \$410,000. Insurance costs have increased substantially due to an overall increase of 8% and the addition of Cyber insurance to the portfolio for an overall increase of \$16,000. Other budget increases include additional physician fees, a security audit and IT consulting fees.

9. COMMUNICATION COSTS

The communication budget for 2020 has been increased to cover the cost of public WIFI at the Belleville site as well as improved internet access at the Bancroft site in 2020.

10. INFORMATION TECHNOLOGY

Information Technology costs were overbudget in 2019 due to the replacement of all zero clients throughout the organization and investment in an additional server to address the needs of the Seniors Dental Program. For 2020, the budget approach has been changed to include a provision of \$55,000 for hardware replacements in the budget to ensure that funds are available for replacements and upgrades as required. This is increasingly important to ensure the security of assets and information.

11. ONE-TIME CAPITAL EXPENDITURES

In 2019, a grant of \$10,100 was received for the replacement of two vaccine refrigerators of which \$8,912 was spent. In 2020, the budget reflects one-time expenses to construct a full dental lab at Belleville and purchase a mobile dental clinic.

12. TRANSFER TO CAPITAL/OPERATING FUNDS

Transfers represent retainable funds that will be held for future building and/or critical service requirements as per the Accounting Practices policy. Ongoing investment in these funds helps ensure continuity of service and availability of funds for future capital costs.

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2020 Budget - Calculation of Municipal Levy
For Board Approval February 5, 2020

	2019 Actuals			2020 Budget				
	Total	Ministry	Municipal	Total	Ministry	\$ Change	Municipal	\$ Change
Cost Shared Mandatory Programs	11,299,200	8,474,400	2,824,800	11,299,200	7,909,440	(564,960)	3,389,760	564,960
Related Programs	1,850,300	1,850,300		1,850,300	1,295,210	(555,090)	555,090	555,090
100% Funded Related Programs (Seniors Dental Program)		440,000	-	931,300	931,300	491,300	-	
Total Related Programs	1,850,300	2,290,300	-	2,781,600	2,226,510	(63,790)	555,090	555,090
Total Costs	13,149,500	10,764,700	2,824,800	14,080,800	10,135,950	(628,750)	3,944,850	1,120,050
Additional Funding Required with 70/30 Funding							1,120,050	
Less: Ministry of Health Mitigation Funding							837,570	
Less: Municipal Transfer from Capital Reserves							282,480	
Net Increase from Municipalities							0	
Total Base Municipal Funding	13,149,500	10,764,700	2,824,800	14,080,800	10,135,950	(628,750)	2,824,800	
Plus Municipal Funding in excess of 25% for program and Building			564,153				564,153	
Total Municipal Funding			3,388,953				3,388,953	

Explanatory Notes

Total Municipal revenues for cost-shared mandatory and related programs have remained consistent with 2019 figures.

Mitigation funding calculated on base municipal share of \$2,824,800. 10% increase amounts to \$282,480 which will be drawn from reserves.

Excess Municipal Funding is built into the budget and includes loan/building commitment of \$260,000.

Allocation of municipal levy for 2020 based on Statistics Canada Calculations implemented over a two year period as approved by the Board of Health November 2018.

Contributing Municipalities	2019 (Based on Stats Canada Population)			2020 Levy Calculation (based on Statistics Canada Calculation over a two year period)					
	Population	% of Total	Tariff	Population	% of Total	2019 Levy	Remaining variance	Allocation 2020	% Change
	158,667	100.00%	3,388,953	158,667	100.00%	3,388,953	0		
City of Belleville	50,720	32.0%	1,083,324	50,720	32.0%	1,057,039	26,285	1,083,324	2.5%
City of Quinte West	43,577	27.5%	930,757	43,577	27.5%	908,531	22,226	930,757	2.4%
Hastings County	39,630	25.0%	846,453	39,630	25.0%	870,246	-23,793	846,453	-2.7%
Prince Edward County	24,740	15.6%	528,419	24,740	15.6%	553,137	-24,718	528,419	-4.5%
TOTAL			3,388,953			3,388,953	0	3,388,953	

**Ministry of Health**

Office of Chief Medical Officer of Health,
Public Health
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Toronto ON M5G 2M2

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Facsimile: (416) 325-8412

Ministère de la Santé

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iApprove-2019-01767

DEC 09 2019

Dr. Piotr Oglaza
Medical Officer of Health
Hastings & Prince Edward Counties Health Unit
179 North Park Street
Belleville ON K8P 4P1

Dear Dr. Oglaza:

Re: Ministry of Health Public Health Funding and Accountability Agreement with the Board of Health for the Hastings & Prince Edward Counties Health Unit (the “Board of Health”) dated January 1, 2014, as amended (the “Agreement”)

Further to the recent letter from the Honourable Christine Elliott, Deputy Premier and Minister of Health, I am writing to inform you that the Board of Health will be provided up to \$847,900 in one-time funding to support capital and infrastructure improvements for the Ontario Seniors Dental Care Program.

Please find attached to this letter a new Schedule A (Grants and Budget) and Schedule B (Related Program Policies and Guidelines) that, pursuant to section 3.4 of the Agreement shall replace the existing Schedules A and B. All terms and conditions contained in the Agreement remain in full force and effect.

We appreciate your cooperation with the Ministry of Health in managing your funding as effectively as possible. You are expected to adhere to our reporting requirements, particularly for in-year service and financial reporting, which is expected to be timely and accurate. Based on our monitoring and assessment of your in-year service and financial reporting, your cash flow may be adjusted appropriately to match actual services provided.

It is also essential that you manage costs within your approved budget.

.../2

Dr. Piotr Oglaza

Please review the new Schedules carefully. Should you require any further information and/or clarification, please contact Dianne Alexander, Director, Health Promotion and Prevention Policy and Programs Branch (HPPPPB), at 416-212-7637 or by e-mail at Dianne.Alexander@ontario.ca.

Yours truly,



David C. Williams, MD, MHSc, FRCPC
Chief Medical Officer of Health

Attachments

- c: Jo-Anne Albert, Chair, Board of Health for the Hastings & Prince Edward Counties Health Unit
- Valerie Dunham, Director of Corporate Services and Associate Chief Executive Officer, Hastings & Prince Edward Counties Health Unit
- Jim Yuill, Director, Financial Management Branch, MOH
- Teresa Buchanan, Director (A), Fiscal Oversight & Performance Branch, MOH
- Dianne Alexander, Director, HPPPPB, MOH
- Elizabeth Walker, Director, Accountability and Liaison Branch, MOH



OFFICE OF CITY CLERK

City of Belleville

169 FRONT STREET
BELLEVILLE, ONTARIO
K8V 2Y8

December 11, 2019

The Honourable Christine Elliot
Ministry of Health,
5th Floor, 777 Bay St.
Toronto, ON M7A 2J3

Dear Minister:

RE: Motion on Healthcare
11, Belleville City Council Meeting, December 9, 2019

This is to advise you that at the Council Meeting of December 9, 2019, the following resolution was approved.

"WHEREAS, public health care consistently ranks as the top priority in public opinion polls; and,

WHEREAS, Public Health provides vital health promotion and prevention services based on the unique demographic and economic, social, and cultural needs of our communities; and,

WHEREAS, the evidence from hospital amalgamation in Ontario and across Canada is that they have cost billions of dollars and have not yielded the promised administrative savings but have taken money away from frontline care; and,

WHEREAS, there is no evidence to support the proposed closure of 25 out of 35 local Public Health Units, the closure of 12 of 22 local ambulance dispatch centres, and the closure of 49 out of 59 local ambulance services; and,

WHEREAS there is a deep consensus among virtually all stakeholders that increasing acuity in our long-term care homes requires additional staff and resources, not cancellation of the two special funds and real dollar cuts to per diem funding of our long-term care homes; and,

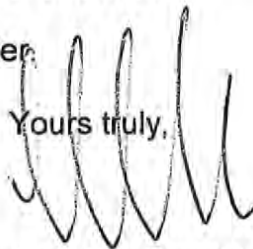
WHEREAS our local hospitals have been downsized for an entire generation and cannot meet population needs while sustaining real dollar cuts to hospital global budgets

THEREFORE BE IT RESOLVED:

THAT The Corporation of the City of Belleville calls upon the Ontario government to halt the closures of, mergers of, and cuts to our local health care services including Public Health Units, land ambulance services, hospitals and long-term care homes; and,

THAT this motion be circulated to Ontario Premier, Doug Ford; Todd Smith, MPP Prince Edward-Hastings; Daryl Kramp, MPP Hastings – Lennox & Addington and the Association of Municipalities of Ontario.”

Thank you for your attention to this matter.

Yours truly,


Matt MacDonald
Director of Corporate Services/City Clerk

MMacD/nh

Pc: The Hon. Doug Ford, Premier of Ontario
Todd Smith, MPP Prince Edward-Hastings
Daryl Kramp, MPP Hastings – Lennox & Addington
Hastings and Prince Edward Public Health
Quinte Healthcare Corporation
Hastings County
Ontario Medical Association
AMO
Councillor Culhane