



BOARD OF HEALTH MEETING

Tuesday, February 1, 2022
9:30 a.m. - 11:30 a.m.
Virtual - ZOOM

PLEASE NOTE:
There will be a Closed Session at the
beginning of the meeting.

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

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

Tuesday, February 1, 2022

9:30 to 11:30 a.m.

Virtual ZOOM Meeting

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
4. **ELECTION OF THE CHAIR AND VICE CHAIR**
5. **ELECTION OF COMMITTEE MEMBERS**
6. **APPROVAL OF THE AGENDA**
7. **CLOSED SESSION**
THAT the Board of Health convene in closed session for the purpose of a discussion of *personal matters about an identifiable individual, including municipal or local board employees*, as it relates to Section 239 (2) (b) of the Municipal Act.
8. **MOTIONS ARISING FROM CLOSED SESSION**
9. **APPROVAL OF THE MINUTES OF THE PREVIOUS BOARD MEETING**
 - 9.1 Meeting Minutes of Wednesday, December 1, 2021 [Schedule 9.1](#)
10. **BUSINESS ARISING FROM THE MINUTES**
 - 10.1 Proposed 2022 Board of Health Meeting Schedule [Schedule 10.1](#)
11. **DEPUTATIONS** - None
12. **COMMITTEE REPORTS** - None
13. **REPORT OF THE MEDICAL OFFICER OF HEALTH** [Schedule.13.0](#)
14. **STAFF REPORTS**
 - 14.1 Land Acknowledgement - Victoria Law, Public Health Nurse [Schedule 14.1](#)
 - 14.2 Oral Health Program Update - Shelly Brown, Director [Schedule 14.2](#)
15. **CORRESPONDENCE AND COMMUNICATIONS** - None
16. **NEW BUSINESS**
 - 16.1 Annual Borrowing By-Law of up to \$1M [Schedule 16.1](#)
17. **INFORMATION ITEMS** (Available for viewing online at hpePublicHealth.ca) [Schedule 17.0](#)
18. **DATE OF NEXT MEETING** – Wednesday, March 2, 2022 at 9:30 a.m.
19. **ADJOURNMENT**



BOARD OF HEALTH MEETING **DRAFT** MINUTES

Wednesday, December 1, 2021

Hastings Prince Edward Public Health (HPEPH)

Virtual Via ZOOM

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

Also Present: Dr. Ethan Toumishey, Acting Medical Officer of Health and CEO
 Ms. Valerie Dunham, Director of Corporate Services/Associate CEO
 Mr. Eric Serwotka, Director of Community Programs
 Ms. Shelly Brown, New Director of Community Programs
 Ms. Catherine Lovell, Executive Assistant

1. CALL TO ORDER

Chair Albert called the meeting to order at 9:33 a.m.

Councillors Kelly and Cassidy made note they would need to leave the meeting at 11:30 am.

2. ROLL CALL

Board Secretary completed a roll call.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

There was no disclosure of pecuniary interest.

4. APPROVAL OF AGENDA

MOTION:

Moved by: Jan

Seconded by: Stewart

THAT the agenda for the Board of Health (Board) meeting on Wednesday, December 1, 2021 be approved as circulated.

CARRIED

5. CLOSED SESSION

MOTION:

Moved by: Sean
Seconded by: Stewart

THAT the Board of Health convene in closed session for the purpose of a discussion of personal matters about an identifiable individual, including municipal or local board employees, as it relates to Section 239 (2) (b) of the Municipal Act.

CARRIED

6. 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 staff to take appropriate action.

CARRIED

7. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING – October 6, 2021

MOTION:

Moved by: Craig
Seconded by: Jeffrey

THAT the minutes of the regular meeting of the Board held on October 6, 2021 be approved as circulated.

CARRIED

8. BUSINESS ARISING FROM MINUTES - None

9. DEPUTATIONS - None

10. COMMITTEE REPORTS

10.1 *Finance Committee Report* - Terry

- ♦ The Finance Committee last met on Wednesday, November 24.
- ♦ The main discussion was around the proposed 2022 budget. Some highlights of the budget are as follows.
 - Budget reflects the priorities established in the recovery planning done to date.
 - Program Recovery – program recovery will be gradual. The budget assumes approximately \$1.5M for a dedicated COVID-19 team for Case and Contact Management.
 - Information Technology – budget includes a provision for replacement of infrastructure and equipment that is at end of life.

- Human Resources - there is a significant increase in the training budget to reflect the directions indicated in the recovery planning priorities. The number of FTEs has increased by 15% since 2020. With the retirement of senior staff in early 2022 there is a crucial need for succession planning and a great loss of internal expertise.
- Allocation of Resources - assurance from the Ministry to continue to provide mitigation funding and absorb extraordinary COVID-19 expenses allowed for a balanced budget. Sustainability and inflation issues will need to be addressed over the coming year and in future budgets.
- ◆ Both Councillor Cassidy and Chair Albert thanked staff for all their work in getting this budget done.
- ◆ The Finance Committee recommended the approval of this budget.

MOTION:

Moved by: Terry
 Seconded by: Stewart

THAT the proposed 2022 budget be approved by the Board.

CARRIED

MOTION:

Moved by: Terry
 Seconded by: Craig

THAT the report from the Finance Committee be received by the Board as presented.

CARRIED

10.2 **Governance Committee Report** - Jan

- ◆ The last Governance Committee meeting was held on October 27 with the main discussion item being Risk Management.
- ◆ Val Dunham submitted a Risk Management Report and associated Policy.
- ◆ Val reviewed the revised policy for the group making note that it has been simplified. She then reviewed the Risk Management Report noting the risks listed are all high-level risks and will be submitted to the Ministry with the third quarter report.
- ◆ The Governance Committee recommends to the Board that the policy and report be approved as circulated.

MOTION:

Moved by: Jan
 Seconded by: Michael

THAT the Risk Management Policy and Report be approved by the Board and implemented within the organization.

CARRIED

MOTION:

Moved by: Bill

Seconded by: Jan

THAT the report from the Governance Committee be received by the Board as presented.

CARRIED

11. REPORT OF THE MEDICAL OFFICER OF HEALTH

- ♦ Dr. Toumishey introduced the newest member of the Executive Team, Shelly Brown, who will be taking over for Eric Serwotka as Director of Community Programs upon his retirement in February.
- ♦ Dr. Toumishey discussed the current status of the pandemic in our area, number of new cases, active cases, case and contact management activities noting our numbers are on the rise.
- ♦ Discussed the vaccination of children ages 5 to 11, that population is approximately 11,000, with approximately 1,000 having been vaccinated. There is capacity for 8,000 appointments including primary health care and pharmacies right now.
- ♦ Dr. Toumishey presented *A Year in Review of COVID-19*.

MOTION:

Moved by: Terry

Seconded by: Jan

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

CARRIED

12. STAFF REPORTS**12.1 Land Acknowledgement**

Veronica Montgomery introduced a proposed land acknowledgement statement to be used at Hastings Prince Edward Public Health, what steps were taken for its creation and next steps. There was much discussion around the wording in the statement. The members of the Board could not come to an agreement as to what and how the statement should be changed so it was referred back to staff to be rewritten.

MOTION:

Moved by: Stewart

Seconded by: Andreas

THAT the Land Acknowledgement statement be referred back to staff to be brought forward to another meeting.

CARRIED

12.2 **Enforcement Report** - Dr. Toumishey spoke of the report and its contents handing it over to Eric Serwotka for a more detailed look at what is happening in our area.

MOTION:

Moved by: Stewart

Seconded by: Andreas

THAT the staff reports be received as presented.

CARRIED

At this point in the meeting Councillors Kelly and Cassidy left the meeting.

13. CORRESPONDENCE AND COMMUNICATIONS - None

14. NEW BUSINESS

14.1 **Proposed 2022 Board of Health Meeting Schedule**

It was noted by many of the members that some of the dates would not work due to member availability and the timing of the election in October 2022. This schedule will be reworked and brought forward to the next meeting. It was agreed the first meeting of 2022 would be on Tuesday, February 1.

15. INFORMATION ITEMS

Chair Albert drew the Board's attention to the information items listed within the agenda and can be accessed on the HPEPH website at hpePublicHealth.ca.

MOTION

Moved by: Jan

Seconded by: Craig

THAT the Board of Health receive the information items as circulated.

CARRIED

16. DATE OF NEXT MEETING – Tuesday, February 1, 2022

17. ADJOURNMENT

MOTION:

Moved by: Stewart

Seconded by: Andreas

THAT this meeting of the Board be adjourned at 11:43 a.m.

CARRIED

Jo-Anne Albert, Chair of the Board



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2022

Board of Health Proposed Meeting Schedule

It is being proposed that the Board meetings will continue to be held the **first Wednesday of each month** as shown below or as otherwise noted. If required, the Board Chair can call a special meeting.

Board meetings will commence at 9:30 a.m. and are held in person at 179 North Park Street, Belleville unless otherwise noted.

If noted on the agenda, closed sessions will be the first order of business.

If you are not able to attend a meeting please send ‘regrets only’ to Catherine Lovell, Executive Assistant at clovell@hpeph.ca or call 613-966-5500 ext 231.

1. February 1 (determined at Dec. 1 BOH meeting by members)
2. March 2
3. May 4
4. June 1
5. September 7
6. October 5
7. December 7

Committee Meetings

Committee meetings will be held on the **third Wednesday of the month**, where possible or as noted below, at **1:30 pm – 3:00 pm**, unless otherwise announced.

It is the responsibility of the appointed committee member to notify and arrange for his/her alternate to attend scheduled committee meetings, should you be unable to attend.

Governance Committee

March 30, 2022
 May 18, 2022
 October 19, 2022

Finance Committee

February 16, 2022
 April 20, 2022
 September 21, 2022
 November 16, 2022

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North Hastings

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T: 1-800-267-2803 | **F:** 613-332-5418

Prince Edward County

Suite 1, 35 Bridge St., Picton, ON K0K 2T0
T: 613-966-5500 | **F:** 613-476-2919

Quinte West

499 Dundas St. W., Trenton, ON K8V 6C4
T: 613-966-5500 | **F:** 613-965-6535



Report of the Medical Officer of Health

- ◆ Local and Provincial Epidemiology
- ◆ Vaccine Rollout Update
- ◆ Reopening Framework Update
- ◆ 2021 aPHa Winter Symposium

Board of Health Briefing Note

To:	Hastings Prince Edward Board of Health
Prepared by:	Victoria Law, Social Determinants of Health Public Health Nurse
Approved by:	Veronica Montgomery, Manager, Foundational Standards and Communications
Date:	Tuesday, February 1, 2022
Subject:	Land Acknowledgement Revisions
Nature of Board Engagement	<input type="checkbox"/> For Information <input type="checkbox"/> Strategic Discussion <input checked="" type="checkbox"/> Board approval and motion required <input type="checkbox"/> Compliance with Accountability Framework <input type="checkbox"/> Compliance with Program Standards
Action Required:	<p>Approve the following revised land acknowledgement and proceed with development of an accompanying Board of Health policy:</p> <p><i>Hastings Prince Edward Public Health is situated and provides services on the traditional territory of the Anishinaabe, Huron-Wendat and Haudenosaunee people. The land that we preside on today lies on unceded Indigenous territory. Our catchment area is adjacent to the Tyendinaga Mohawk Territory to our east, and the Kijicho Manito Madaouskarini Algonquin First Nation to our north. We recognize that when settlers came to this land they created a legacy of inequities that are ongoing. We are committed to reducing these inequities, and through our work strive to improve health equity. We recognize the importance of the land and environment in establishing and sustaining optimal health, and we vow to respect this land as we undertake our work. Our organization pledges to build relationships with Indigenous friends and neighbours and recognizes the rich contributions they have provided and continue to provide to this region. This acknowledgement is a first step in our ongoing commitment to reconciliation.</i></p>
	<p>At the December 2021 Board of Health meeting, the Board motioned <i>THAT the land acknowledgement statement be referred back to staff to be brought forward to another meeting</i>. This motion followed concerns about the wording of a previous version which included the terms “uninvited guests” and “unceded territory”.</p> <p>Hastings Prince Edward Public Health (HPEPH) revised the statement with support of Indigenous stakeholders to remove the wording “uninvited guests” but continues to assert the importance of noting that settlers came to the land and created ongoing inequities. Many of these are health inequities in which HPEPH has a role to play in addressing. In alignment with the Ontario Public Health Standards, local health units have an obligation to address health inequities. When these inequities exist in Indigenous communities, HPEPH shall work in partnership with First Nation, Inuit and Métis community members.</p> <p>After further reflection on the purpose of the land acknowledgement, HPEPH continues to believe it is important to use the term “unceded”. Unceded is defined as “lands that First Nations people never ceded/surrendered or legally signed away to the Crown or to Canada”¹. In order to reduce the risk of any potential liability through the statement, HPEPH sought legal counsel on the matter. The lawyer stated, “There is nothing in my research that would suggest that the presently worded land acknowledgement could invite legal action. Particularly</p>

	<p>given that the land in question is unceded. This is little more than an acknowledgement of obvious, provable facts”.</p> <p>Further to this, HPEPH was advised:</p> <p>“While broadly speaking the Health Unit is a government agency, it is one that exists by Provincial Statute. Pursuant to our Constitution, the Provinces do not have any say in Aboriginal rights or land claims. You do, however, have the obligation, as do all governments, to act honourably in dealing with indigenous peoples. ...In all of the circumstances it is my opinion that the acknowledgement as it is presently drafted does not create any litigation risk to the Health Unit”</p> <p>The land HPEPH covers includes area under historic treaties, as well as land that is considered unceded. According to the Government of Canada School of Public Service, unceded should be used in the acknowledgement of land without a modern territorial agreement or treaty². The Algonquins of Ontario assert that parts of Hastings County to the north are within the Algonquin of Ontario Settlement area, which is currently unceded. HPEPH recognizes the importance of recognizing this in the wording of the current acknowledgement³. In the event of successful treaty negotiations, HPEPH would make appropriate revisions to ensure accuracy.</p> <p>The language used in land acknowledgement represents the ongoing commitment of HPEPH to strive towards practices of reconciliation. Upon approval of the board acknowledgement, HPEPH will develop appropriate policies on the use of the acknowledgement within the organization.</p>
Reviewed By:	Dr. Ethan Toumishey, Acting Medical Officer of Health and CEO

1. Wilson C. Pulling Together: A guide for Indigenization of post-secondary institutions. A professional learning series. Open Text BC.
2. Government of Canada. Territorial Acknowledgement. <https://www.cspcs-efpc.gc.ca/tools/jobajds/terr-acknowledgement-eng.aspx>. Published 2020. Accessed January 14, 2022.
3. Algonquins of Ontario. Treaty Negotiations Update. <https://www.tanakiwin.com/our-treaty-negotiations/treaty-negotiations-update/>. Published 2020. Accessed January 14, 2022.

Board of Health Briefing Note

To:	Hastings Prince Edward Board of Health
Prepared by:	Shelly Brown, Director of Community Programs
Approved by:	Dr. Ethan Toumishey, Acting Medical Officer of Health and CEO
Date:	Tuesday, February 1, 2022
Subject:	Oral Health Program Update
Nature of Board Engagement	<input checked="" type="checkbox"/> For Information <input type="checkbox"/> Strategic Discussion <input type="checkbox"/> Board approval and motion required <input type="checkbox"/> Compliance with Accountability Framework <input checked="" type="checkbox"/> Compliance with Program Standards
Action Required:	No action required.
Background:	<p><i>The Ontario Public Health Standards requires that the board of health shall:</i></p> <ul style="list-style-type: none"> • <i>conduct surveillance and oral screening in schools,</i> • <i>provide the Healthy Smiles Ontario Program and</i> • <i>provide the Ontario Seniors Dental Care Program (OSDCP).</i> <p>Hastings Prince Edward Public Health (HPEPH) provides oral health screening in schools in addition to providing dental clinics for children, youth and seniors. In 2021, the school screening program was deferred to COVID-19. Dental staff focused efforts on providing the following:</p> <ul style="list-style-type: none"> • 244 child/youth appointments at public health unit (PHU) clinics • 2041 senior appointments at PHU clinics and other dental partners • 69 clients received dentures • 63 clients received oral surgery and endodontics services <p>In 2022, HPEPH will be working to ensure equitable access to essential and urgent dental services within the constraints of the OSDCP budget. This will include the use of a mobile dental bus once built.</p>



**HASTINGS PRINCE EDWARD
Public Health**

Oral Health Program Update

Shelly Brown
Director of Community Programs

Board of Health
Tuesday, February 1, 2022

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**HASTINGS PRINCE EDWARD
Public Health**

Oral Health Programs and Services

1. Oral Health Assessment and Surveillance
2. Healthy Smiles Ontario
3. Ontario Seniors Dental Care Program

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**HASTINGS PRINCE EDWARD
Public Health**

Oral Health Assessment and Surveillance

Dental staff conduct oral health assessment and surveillance of children in all elementary schools.

This component was deferred in 2021 due to Covid-19.

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Healthy Smiles Ontario

Healthy Smiles Ontario provides free preventive, routine and emergency dental services for children and youth **17 years old and under** from low-income households.

During 2021, dental staff saw 244 clients in Public Health clinics.


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Ontario Seniors Dental Care Program (OSDCP)

- At least two-thirds of low income seniors do not have access to dental insurance
- OSDCP helps reduce unnecessary trips to the hospital, prevent chronic disease and increase seniors' quality of life
- Upgrades and expansion of clinic space was completed in early 2020


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OSDCP Service Delivery Partnerships

- Public health units (PHUs) enter into service level agreements with community health centres and dental specialists to provide dental services.
- *In 2021*
 - *2041 appointments at PHU clinics and other dental partners*
 - *69 clients received dentures*
 - *63 clients received oral surgery and endodontics services*


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OSDCP Mobile Dental Bus

- Approved capital funding to purchase two mobile dental buses
- Mobile dental bus will provide increased access to OSDCP throughout Hastings and Prince Edward Counties


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OSDCP Challenges and Opportunities

- 2021 was the first full year of operations
 - Lots of catch up – many had not seen a dental provider in a long time
 - Many clients needing dentures
- Additional safety precautions required
 - PPE requirements
 - Fallow time

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OSDCP Challenges and Opportunities

- Cost of dental treatment and supplies is expensive
- Ensuring equitable access to essential and urgent dental services within the constraints of the OSDCP budget

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**THE BOARD OF HEALTH
FOR THE HASTINGS & PRINCE EDWARD COUNTIES HEALTH UNIT**

**BY-LAW NO. 2022-01
Annual By-Law to authorize the borrowing of up to \$1,000,000**

WHEREAS the Board of Health for the Hastings and Prince Edward Counties Health Unit (hereinafter called the "Board") deems it necessary to borrow the sum of up to \$1,000,000 to meet expenditures of the Board for the year until the municipal levies and government grants are received:

THEREFORE, the Board hereby enacts as follows:

1. The Chair of the Board and the Chair of the Finance Committee are hereby authorized on behalf of the Board to borrow from time to time by way of promissory note from the Canadian Imperial Bank of Commerce, a sum or sums not exceeding \$1,000,000 to meet the current expenditures of the Board for the year until the municipal levies and government grants are received, and to give on behalf of the Board, to the bank, a promissory note or notes and signed by the Chair of the Board and the Chair of the Finance Committee for the monies so borrowed, with interest at such rate as may be agreed upon from time to time with the Bank.
2. The interest costs for all sums borrowed pursuant to the authority of the by-law shall be charged as an expenditure against the revenues of the Board for the current year.
3. The Chair of the Finance Committee is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with the interest thereon, all of the monies hereafter collected are received either on account or realized in respect of levies and grants for the current year and preceding year or from any other source which may lawfully be applied for such purpose.

This by-law shall come into force and take effect immediately upon the approval thereof.

Jo-Anne Albert, Chair, Board of Health

Date

Dr. Ethan Toumishey,
Acting Medical Officer of Health & CEO

Date

Listing of Information Items Board of Health Meeting – February 1, 2022

1. Grey Bruce Public Health - Letter to Christine Elliott re support for a local board of health dated December 17, 2021
2. Haliburton, Kawartha, Pine Ridge District Health Unit - Letter to Christine Elliott re support for local boards of health versus regional dated January 20, 2022
2. aPHa - 2021 Winter Symposium information - February 25, 2022 - Public Health Resilience

The above information items can be found on the Hastings Prince Edward Public Health's website through the link in the Agenda Package or by going to our website at hpePublicHealth.ca.