



Health, Ambulance and Social Services Committee

Minutes - May 20, 2008
Special Session - Board of Health

GODERICH, ONTARIO



The Special BOARD OF HEALTH meeting was held in the Court House Council Chambers, Goderich at 1:00 p.m. with all members present except CAO, L. Adams.

BOARD OF HEALTH

Others in attendance included: County Solicitor, Greg Stewart; Consultant, Hugh Thomas; Medical Officer of Health, Dr. B Henning; Councillors - T. Collyer, J. Fergusson, D. Kelly, G. Robertson, J. Seili, N. Vincent, M. Demaray, J. Dietrich, B. Dowson, B. Dykstra, N. Rintoul, D. Shewfelt, B. Siemon; Senior Management Team – D. Laurie, B. Ross, S. Tousaw, B. Springall, D. Michaud, D. Overboe, D. Carey, M. Price, B. Leamen; Staff - P. Scharfe, J. Anderson, E. Thomson, L. Vanstone.

1. Organizational Review – Health Unit and County Administration

The following reports were presented at a joint meeting of the Board of Health and a Special Session of County Council on May 7, 2008. The reports were received and forwarded to a Board of Health meeting for further discussion.

HUGH THOMAS CONSULTING LIMITED

Huron County Board of Health re: Organizational Relationships between Board of Health and Huron County Administration report dated May 7, 2008

REPORT OF THE COUNTY SOLICITOR, MR. GREG STEWART

Roles and Responsibilities of the Board of Health and the County in a Shared Leadership Model

Board of Health Chair, J. Grace, welcomed everyone present and stated that the purpose of the special Board meeting today was two fold:

- i. To allow Board of Health members to ask any questions of Mr. Hugh Thomas and his draft report of May 7, 2008 to County Council for clarification of any statements or recommendations in the report; and
- ii. To receive a verbal report from the Health Unit management Marlene Price, Pam Scharfe, and Dr. Beth Henning that was a follow-up from the regular Board of Health meeting on May 13, 2008. The report outlines issues regarding the relationship between the Board of Health and the County Administration. After the report from the management staff Board Members would be allowed to ask questions of either Health Unit staff, Administration or the County Solicitor. Recommendations or motions could be brought forward at that time. If time allowed the Board would then deal with Mr. Stewart's report on Roles and Responsibilities of the Board, the Board Chair, and Medical Officer of Health in a shared leadership.

Mr. Thomas was introduced and asked to approach the podium to answer questions of the Board. Councillor D. Johnston noted the comments and observations on page 27 of the report. *"The management of the Health Board Staff is progressive, participative and supportive. This has produced a positive culture of problem solving, learning and teamwork. All of the issues identified throughout this review process have related to administrative functions and procedures. The public health portion of the role is being delivered to a very high standard."* He inquired if the Board of Health could not deliver emergency services. Mr. Thomas stated his report was to deal only with the relationships as described in the terms of reference.

Councillor B. Van Diepenbeek asked if there was alternative information that the Board needed to discuss. Mr. Thomas informed the committee that yes there was. His report was not an emotional response. This was determined through interviews with current and former staff.

Warden J. Beziare noted an inconsistency throughout the report as it refers to employees of the County's Health Unit as Health Board staff and wished that to be corrected as the Board of Health only has one employee with that employee being the Medical Officer of Health. Mr. Thomas noted that his report was stamped draft for the specific purpose of correcting any misinterpretations and that he would correct the report to read Health Unit staff.

Councillor D. Johnston wished to discuss the one solution to provide clarity as suggested by Mr. Thomas' report was to development service contracts between the Board of Health and County Administration.

Councillor K. Oke reminded members how he fought to keep the hybrid model of the Health Unit to avoid amalgamation and stated that our hybrid model was how we stayed Huron County. Mr. Thomas clarified that he was not suggesting the Health Unit enter into any service contracts with other municipalities.

IN CAMERA

Moved by B. MacLellan

Seconded by Warden J. Beziare

That the Board of Health proceed "In Camera" at 1:25 p.m. to discuss personnel matters and that D. Carey, Dr. Beth Henning, M. Price, P. Scharfe, D. Michaud, all County Councillors, and Human Resource staff J. Anderson, E. Thomson, and L. Vanstone remain in attendance.

CARRIED

Moved by M. Scott

Seconded by Warden J. Beziare

That the committee rise from "In Camera" at 3:58 p.m.

CARRIED

Brief discussion held on the items that could be included in the service agreements and agreement that the Board of Health and County Administration, once approved, would both need to adhere to. It was agreed the performance standards and indicators are to be jointly developed and stated in the contracts.

The recommendations, as amended from Mr. Thomas' report are:

1. That County personnel policy manual be completed and circulated with staff for comment prior to County Council approval.
2. That the development of corporate policies involve the user staff of the departments affected.
3. That managers and staff at all levels be provided with training on how to conduct constructive performance appraisals.
4. That a template be developed for performance appraisals.

5. That appraisals be undertaken on an annual basis with a copy retained in the personnel record of each employee.
6. That the Board of Health would appreciate being consulted prior to the hiring and termination of managers or the equivalent and above.
7. That service contracts be established with the Board of Health for the provision of Finance, HR, IT and Facilities services.

Moved by R. Rognvaldson

Seconded by M. Scott

That the Huron County Board of Health adopt the recommendations, as amended, from the Hugh Thomas Report entitled "Organizational Relationships Between Board of Health and Huron County Administration" and respectfully request County Council to adopt the same.

CARRIED

Moved by D. Johnston

Seconded by Warden J. Bezaire

That the Board of Health proceed "In Camera" at 4:14 p.m. to discuss personnel matters and that D. Carey, Dr. Beth Henning, M. Price, P. Scharfe, D. Michaud, all County Councillors, and Human Resource staff J. Anderson, E. Thomson, and L. Vanstone remain in attendance.

CARRIED

Moved by M. Scott

Seconded by Warden J. Bezaire

That the committee rise from "In Camera" at 4:20 p.m. with no report.

CARRIED

2. Next Meeting

The next regular meeting of the Health, Ambulance and Social Services Committee is scheduled for Tuesday, June 10, 2008 at 9:00 a.m.

The Chair thanked all Councillors, the Health Unit staff, Mr. Thomas and Mr. Stewart for attending.

3. Adjournment

Moved by Warden J. Bezaire

Seconded by K. Oke

That the meeting adjourn at 4:25 p.m.

CARRIED

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Chair