



Ottawa Board of Health MINUTES 4

Monday, June 15, 2015, 5:00 PM

Champlain Room, 110 Laurier Avenue West

Contact for the Ottawa Board of Health:

Gillian Connelly, Board of Health Secretary

613-580-2424, ext. 21544

Gillian.Connelly@ottawa.ca

Note: Please note that the Minutes are to be considered DRAFT until confirmed by the Board of Health.

Board Members:

Chair: S. Qadri

Vice-Chair: J. Poirier

**Members: D. Chernushenko, M. Fleury, A. Kapur, L. Leikin, C. McKenney, S. Pinel,
M. Qaqish, M. Taylor, P. Tilley**

The Ottawa Board of Health met in the Champlain Room, 110 Laurier Avenue West, Ottawa, on June 15, 2015 beginning at 5:00 p.m. The Chair, Shad Qadri, presided over the meeting.

ANNOUNCEMENTS/CEREMONIAL ACTIVITIES

Chair Shad Qadri and Councillor Jody Mitic recognized seven Ottawa Public Health volunteers for their significant contribution to the success of rural walking clubs and exercise groups.

ROLL CALL

Member McKenney was absent from the meeting.

REGRETS

Member McKenney sent her regrets.

DECLARATIONS OF PECUNIARY INTEREST(INCLUDING THOSE ORIGINALLY ARISING FROM PRIOR MEETINGS)

No declarations of interest were filed.

CONFIRMATION OF MINUTES

Minutes 3 – Board of Health meeting of April 20, 2015

CONFIRMED

COMMUNICATIONS

Seven communication items have been received (*held on file with the Board of Health Secretary*).

MOTION TO INTRODUCE REPORTS

MOTION 04/01

Moved by Member Taylor

BE IT RESOLVED THAT the Chair of the Board of Health Verbal Report; the Medical Officer of Health Verbal Report; Ottawa Public Health's Immunization Program: A Multi-Phased Immunization Strategy; Consultation Plan for a Proposed Personal Service Settings By-Law; Update on Ottawa Public Health's Food Safety Program - "Ottawa Safe" Trial Project; Update: Ottawa Board of Health Public Health Funding and Accountability Agreement; Governance Update – Board of Health Code of Conduct; and Attendance at the Canadian Institute of Public Health Inspectors (CIPHI) 2015 Annual Educational Conference Report be received and considered.

CARRIED

Following a 'Consent Agenda' process, the Board considered the held Items in the following order: Items 1, 2, 3, 4, 5, and 8.

1. CHAIR OF THE BOARD OF HEALTH VERBAL REPORT

ACS2015-OPH-BOH-0003

That the Board of Health for the City of Ottawa Health Unit receive this

report for information.

Chair Qadri provided the Board with an update on recent events. The attached memo includes the Chair of the Board of Health Verbal Update.

Following the discussion, the report recommendation was put to the Board.

RECEIVED

2. MEDICAL OFFICER OF HEALTH VERBAL REPORT

ACS2015-OPH-MOH-0004

That the Board of Health for the City of Ottawa Health Unit receive this report for information.

Dr. Isra Levy, Medical Officer of Health, provided the Board with an update on recent events. Dr. Levy took questions from Board Members. This discussion lasted approximately 30 minutes. The attached memo includes the Medical Officer of Health Verbal Update.

Following the discussion, the report recommendation was put to the Board.

RECEIVED, with the following direction for staff:

That staff provide information to Board Members on Bill 45, *Making Healthier Choices Act, 2015*, specifically whether substances other than tobacco are subject to this legislation.

3. OTTAWA PUBLIC HEALTH'S IMMUNIZATION PROGRAM: A MULTI-PHASED IMMUNIZATION STRATEGY

ACS2015-OPH-HPDP-0003

That the Board of Health for the City of Ottawa Health Unit:

- 1. Approve Ottawa Public Health's multi-phased Immunization Strategy, as outlined in this report;**
- 2. Approve that the Chair of the Ottawa Board of Health write a letter to the Minister of Health and Long-Term Care recommending that the Panorama information system be improved by:**
 - a. Optimizing functionality through enhancements to current features including the reporting functions on coverage and performance measures, the ability to upload consents, and improve capacity for parent notifications in both official languages;**
 - b. Improving data collection of records for school-aged and pre-school children through integration of electronic medical records systems used in primary practice settings and online self-reporting options used by parents, such as the ImmunizeCA reporting app.**
- 3. Direct staff to report back in 2016 on the progress of the Immunization Strategy.**

Ms. Sherry Nigro, Manager, Health Promotion Disease Prevention; Dr. Carolyn Pim, Associate Medical Officer of Health; and Ms. Marie-Claude Turcotte, Program Manager, Vaccine Preventable Diseases, spoke to a PowerPoint presentation, which served to provide the Board with some context on this report. Ms. Nigro, Dr. Pim and Ms. Turcotte then took questions from Board members. This discussion lasted approximately 25 minutes. A copy of the presentation is held on file with the Board of Health Secretary.

Following the discussion, the report recommendations were then put to the Board.

CARRIED

4. CONSULTATION PLAN FOR A PROPOSED PERSONAL SERVICE SETTINGS BY-LAW

ACS2015-OPH-EHP-0001

That the Board of Health for the City of Ottawa Health Unit approve the consultation plan for a proposed personal services settings regulatory by-law, as described in the report.

Dr. Vera Etches, Deputy Medical Officer of Health, and Ms. Siobhan Kearns, Manager, Environment and Health Protection, spoke to a PowerPoint presentation, which served to provide the Board with context on this report. Dr. Etches and Ms. Kearns then took questions from Board Members. This discussion lasted approximately 25 minutes. A copy of the presentation is held on file with the Board of Health Secretary.

The following written correspondence was received in advance of this meeting (all submissions are held on file with the Board of Health Secretary):

1. Comments dated June 11, 2015 from the Ottawa Council of Business Improvement Areas in support of the Consultation Plan for a Proposed Personal Service Settings By-Law report.

Following the discussion, the report recommendations were then put to the Board.

CARRIED

5. UPDATE ON OTTAWA PUBLIC HEALTH'S FOOD SAFETY PROGRAM - OTTAWA SAFE TRIAL PROJECT

ACS2015-OPH-EHP-0002

That the Board of Health for the City of Ottawa Health Unit:

- 1. Approve the “Ottawa Safe” online trial project as part of the next phase of the Food Safety Program, as outlined in the report; and**
- 2. Direct staff to report back on the Food Safety Program, including the “Ottawa Safe” trial project in 2017.**

Dr. Vera Etches, Deputy Medical Officer of Health, and Ms. Siobhan Kearns, Manager, Environment and Health Protection, spoke to a PowerPoint presentation, which served to provide the Board with context on this report. Dr. Etches and Ms. Kearns then took questions from Board Members. This discussion lasted approximately 30 minutes. A copy of the presentation is held on file with the Board of Health Secretary.

At 6:55 p.m., Member Taylor moved a motion to extend the meeting.

MOTION 04/02

Moved by Member Taylor

BE IT RESOLVED THAT the Board of Health approve that the meeting time be extended past 7:00 p.m. pursuant to Subsection 8.(1)(c) of the *Procedural By-law*.

CARRIED

The following written correspondence was received in advance of this meeting (all submissions are held on file with the Board of Health Secretary):

1. Comments dated June 11, 2015 from the Ottawa Council of Business Improvement Areas in support of Ottawa Public Health’s Food Safety Program: “Ottawa Safe” Trial Project report.

Following the discussion, the report recommendations were then put to the Board.

CARRIED

6. UPDATE: OTTAWA BOARD OF HEALTH PUBLIC HEALTH FUNDING AND ACCOUNTABILITY AGREEMENT

ACS2015-OPH-IQS-0008

That the Board of Health for the City of Ottawa Health Unit approve the 2015 Public Health Funding and Accountability Agreement Performance Indicator Targets, as outlined in Document 2.

CARRIED

7. GOVERNANCE UPDATE – BOARD OF HEALTH CODE OF CONDUCT

ACS2015-OPH-SSB-0009

That the Board of Health for the City of Ottawa Health Unit adopt the Board of Health Code of Conduct, as outlined in Document 1.

CARRIED

8. ATTENDANCE AT THE CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS (CIPHI) 2015 ANNUAL EDUCATIONAL CONFERENCE

ACS2015-OPH-SSB-0010

That the Board of Health for the City of Ottawa Health Unit approve the attendance of Chair Qadri and Member Chernushenko at the Canadian Institute of Public Health Inspectors (CIPHI) 2015 Annual Educational Conference, to be held September 13 to 16, 2015.

The Board considered the following motion, and then the report recommendation was put before the Board and was “Carried”, as amended by Motion 04/03:

Motion 04/03

Moved by Member Taylor

BE IT RESOLVED THAT the Board of Health for the City of Ottawa Health Unit approve the attendance of Chair Qadri, Member Chernushenko and Member Kapur at the Canadian Institute of Public Health Inspectors (CIPHI) 2015 Annual Educational Conference, to be held September 13 to 16, 2015.

CARRIED, as amended

MOTION TO ADOPT REPORTS

MOTION 04/04

Moved by Member Taylor

BE IT RESOLVED THAT the Chair of the Board of Health Verbal Report; the Medical Officer of Health Verbal Report; Ottawa Public Health’s Immunization Program: A Multi-Phased Immunization Strategy; Consultation Plan for a Proposed Personal Service Settings By-Law; Update on Ottawa Public Health’s Food Safety Program - “Ottawa Safe” Trial Project; Update: Ottawa Board of Health Public Health Funding and Accountability Agreement; Governance Update – Board of Health Code of Conduct; and Attendance at the Canadian Institute of Public Health Inspectors (CIPHI) 2015 Annual Educational Conference Report be received and adopted.

CARRIED

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN PREVIOUSLY

There were no motions which notice had been given previously.

MOTIONS REQUIRING SUSPENSION OF THE RULES OF PROCEDURE

There were no motions requiring suspension of the rules of procedure.

NOTICES OF MOTION (FOR CONSIDERATION AT SUBSEQUENT MEETING)

There were no motions (for consideration at subsequent meeting).

INFORMATION PREVIOUSLY DISTRIBUTED

There was no information previously distributed.

CONFIRMATION BY-LAW

MOTION 04/05

Moved by Member Taylor

BE IT RESOLVED THAT Confirmation by-law no. 2015-4, a by-law of the Board of Health for the City of Ottawa Health Unit to confirm the proceedings of the Ottawa Board of Health at its meeting of June 15, 2015, be read and passed.

CARRIED

INQUIRIES AND ANSWERS

There were no inquiries.

ADJOURNMENT

The Board adjourned the meeting at 7:05 p.m.

NEXT MEETING

Regular Meeting

Monday, October 19, 2015 - 5:00 PM, Champlain Room

BOARD SECRETARY

BOARD CHAIR