



MIDDLESEX-LONDON HEALTH UNIT

REPORT NO. 007-16

TO: Chair and Members of the Board of Health

FROM: Christopher Mackie, Medical Officer of Health

DATE: 2016 February 18

FINANCE AND FACILITIES COMMITTEE: JANUARY 28, 2016 MEETING

The Finance and Facilities Committee (FFC) met at 9:00 a.m. on January 28 ([Agenda](#)). The Committee approved minutes from [January 14, 2016](#) available on the Health Unit website. The following items were discussed at the meeting and recommendations made:

Reports	Summary	Recommendations for Board of Health's Consideration
2016 Budget Process – Part II Report 02-16FFC	The Committee and other Board members in attendance discussed the 2016 Planning and Budget Templates for the following services areas:	
	Environmental Health and Chronic Disease Prevention Services (Appendix A to Report No. 02-16FFC)	It was moved it was moved by Mr. Peer, seconded by Ms. Vanderheyden <i>that the Finance and Facilities Committee review the 2016 Planning and Budget Templates for Environmental Health and Chronic Disease Prevention Services attached as Appendix A to Report No. 02-16FFC.</i>
	Family Health Services (Appendix B to Report No. 02-16FFC)	It was moved by Mr. Meyer, seconded by Mr. Helmer <i>that the Finance & Facilities Committee review the 2016 Planning and Budget Templates for Family Health Services attached as Appendix B to Report No. 02-16FFC.</i>
	General Expenses and Revenues (Appendix C to Report No. 02-16FFC)	It was moved by Mr. Helmer, seconded by Mr. Meyer <i>that the Finance and Facilities Committee review the 2016 Planning and Budget Templates for General Expenses and Revenues attached as Appendix C to Report No. 02-16FFC.</i>

		It was moved by Mr. Peer, seconded by Mr. Helmer <i>that the Finance and Facilities Committee approve the components of the 2016 budget with amendments and bring the recommendations to the February 18, 2016 Board of Health meeting.</i>
2015 Board of Health Remuneration Report No. 03-16FFC	<ul style="list-style-type: none"> Section 49 of the Health Protection and Promotion Act outlines the reimbursement of Board of Health members. Under Section 284 (1) of the Municipal Act, the City of London and Middlesex County Administration are required to report on the remuneration paid to Council members, including remuneration paid to members of Council by Boards and Commissions. Consistent with Section 49(11) of the Health Protection and Promotion Act, City Councilors Stephen Turner, and Jesse Helmer did not receive remuneration for any Board of Health or Committee meetings. 	It was moved by Mr. Helmer, seconded by Ms. Vanderheyden <i>that the Finance & Facilities Committee review and recommend that the Board of Health receive Report No. 03-16FFC, “2015 Board of Health Remuneration” for information.</i>
Finance and Facilities Committee Reporting Calendar Report No. 04-16FFC	<ul style="list-style-type: none"> The 2016 Finance & Facilities Committee Reporting Calendar defines the annual activities to be undertaken. Duties and responsibilities of the Finance & Facilities Committee are articulated in the Terms of Reference, the Health Protection and Promotion Act, the Ontario Public Health Organizational Standards and other applicable legislation. 	It was moved by Mr. Meyer, seconded by Mr. Peer <i>that the Board of Health receive the Finance and Facilities Committee – Reporting Calendar for information.</i>
Review of Terms of Reference Report No. 05-16FFC	<ul style="list-style-type: none"> The Terms of Reference for the Finance & Facilities is to be reviewed biannually. This review is being conducted by the Governance Committee. Feedback from the Mr. Graham Scott’s board development session suggests potential revisions are necessary to the current Terms of Reference. Additional organizational changes at the Middlesex-London Health Unit need to be reflected in the Finance & Facility Committee Terms of Reference. 	It was moved by Mr. Peer seconded by Mr. Helmer <i>that the Board of Health receive the Finance and Facilities Committee Terms of Reference review for information.</i>
2015 Record of Employee’s Salaries and Benefits Report No. 06-16FFC	<ul style="list-style-type: none"> The Public Sector Salary Disclosure Act, 1996, requires the Health Unit to disclose salaries and taxable benefits of employees who were paid \$100,000 or more in 2015. Attached as Appendix A is the information that is required to be submitted to the Minister 	It was moved by Mr. Helmer, seconded by Mr. Meyer <i>that the Finance & Facilities Committee make a recommendation to the Board of Health to receive Report No. 06-16FFC “Public Sector</i>

	of Finance on or before the 5th business day in March 2015.	<i>Salary Disclosure Act – 2015 Record of Employee’s Salaries and Benefits” for information.</i>
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Staff will review if a March meeting is required and report back to the Finance and Facilities Committee.
If a March meeting is not required, the next FFC meeting will be April 7, 2016.



Christopher Mackie, MD, MHSc, CCFP, FRCPC
Medical Officer of Health