



Minutes

Joint Municipal Physician Recruitment and Retention Committee

Meeting Date: July 30, 2020
Meeting Time: 10:00 a.m.
Location: Council Chamber
Prepared by: Liz Saunders, Administrative Assistant, Recording Secretary

A. Call to Order

Chair June Porter called the meeting to order at 10:00 a.m. with members Deputy Mayor Rob Potter in attendance. Staff present was Chief Administrative Officer Shawn Everitt.

- **Traditional Territory Acknowledgement**

- **Approval of Agenda**

Moved by: June Porter

Seconded by: Rob Potter

THAT the Agenda of July 30, 2020 be approved as circulated, with the addition of E.1.1 Physician Recruitment Event Listing and E.1.2 Physician Recruitment Activities Update,

Matrosovs, Andrea absent

Porter, June Yay

Potter, Rob Yay

The motion is Carried.

- **Declaration of Pecuniary Interest and general nature thereof**

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2019-56, Joint Municipal Physician Recruitment and Retention Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

▪ **Previous Minutes**

Moved by: June Porter

Seconded by: Rob Potter

THAT the Minutes of February 26, 2020 meeting be approved as circulated

Matrosovs, Andrea absent

Porter, June Yay

Potter, Rob Yay

The motion is Carried.

B. Staff Reports and Deputations

B.1. Deputations, if any

None

B.2. Public Comment Period

NOTE: In accordance with the Town Procedural By-law 2019-56 fifteen minutes is allotted at the Meeting to receive public comments regarding the Joint Municipal Physician Recruitment and Retention Committee matters included on the Agenda. The speaker shall provide their name and address and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters, or matters that are a follow up to a public meeting.

None

B.3. Staff Reports, if any

None

C. Matters for Discussion

C.1 Joint Municipal Deputation (verbal update)

June Porter provided an update regarding the four Joint Municipal Physician Recruitment and Retention Deputations completed to date. Deputations have been given to Councils of the Municipality of Meaford, Township of Clearview, Town of Collingwood and the Municipality of Grey Highlands. Three of the deputations have secured appointments from neighbouring municipalities to the Joint Municipal Physician Recruitment and Retention Committee. Shawn Everitt suggested that the Chief Administrative Officer of the Town of Wasaga Beach be invited to attend an upcoming Joint Municipal Physician Recruitment and Retention Committee meeting to provide a presentation regarding the physician recruitment process currently utilized by the Town of Wasaga Beach.

Moved by: June Porter

Seconded by: Rob Potter

THAT the Joint Municipal Physician Recruitment and Retention Committee make a formal request to the Chief Administrative Officer of the Town of Wasaga Beach to make a presentation to the Committee regarding the Town of Wasaga Beach's Physician Recruitment Process by the middle of September, with specific questions being submitted to staff by August 14, 2020

Matrosovs, Andrea	absent
Porter, June	Yay
Potter, Rob	Yay

The motion is Carried.

C.2 Committee Appointments

June Porter noted that a call for appointments for a community member for the Joint Municipal Physician Recruitment and Retention Committee was made but the appointment decision will be stayed pending the outcome of revisions to the Committee's Terms of Reference. Shawn Everitt confirmed that all applicants have been notified of the current situation and that a follow up will be undertaken after Council endorsement of the revised Terms of Reference.

Moved by: Rob Potter

Seconded by: June Porter

THAT the Joint Municipal Physician Recruitment and Retention Committee acknowledge the appointment of the following members for the balance of the 2018 – 2020 term of Council:

- Clearview Township Mayor, Doug Measures
- Town of Collingwood Councillor, Yvonne Hamlin
- Municipality of Grey Highlands Councillor, Tom Allwood

Matrosovs, Andrea	absent
Porter, June	Yay
Potter, Rob	Yay

The motion is Carried.

C.3 Revisions to the Committee Terms of Reference

Shawn Everitt reviewed the proposed revisions to the Terms of Reference document with the Committee and further revisions were made and incorporated into the revised document.

Moved by: Rob Potter

Seconded by: June Porter

THAT the Joint Municipal Physician Recruitment and Retention Committee approve the Terms of Reference as revised and request staff to provide the same to Council for endorsement

Matrosovs, Andrea absent

Porter, June Yay

Potter, Rob Yay

The motion is Carried.

C.4 Standard for Committee Member Responsiveness

The Committee discussed establishing a standard for correspondence responsiveness between Committee members. It was determined that response deadlines shall be incorporated into future Committee member correspondence where appropriate. Deputy Mayor Potter noted that Committee members must be cautious not to conduct committee business via email.

C.5 Update North East Grey Health Clinic (verbal update)

June Porter noted than an annual meeting was held virtually regarding updating the clinic's website.

C.6 Update Grey Bruce Health Care Task Force (verbal update)

June Porter noted that the Grey Bruce Health Care Task Force has not yet resumed since last summer and that this item can removed as a standing item from future committee agendas.

C.7 Update Grey County Health Care Funding Task Force and Deputation (verbal update)

June Porter noted that the Grey County Health Care Funding Task Force meetings have not yet resumed and that Grey County staff will be in contact with regards to scheduling the deputation.

C.8 Review JMPRRRC Action and Motion Tracking – June Porter

Moved by: June Porter

Seconded by: Rob Potter

THAT the Joint Municipal Physician Recruitment and Retention Committee receive the July 2020 Action Item and Motion tracking as presented

Matrosovs, Andrea	absent
Porter, June	Yay
Potter, Rob	Yay

The motion is Carried.

C.9 Nominations for College of Physicians and Surgeons of Ontario Award

The committee discussed the option of nominating a local physician for the 2021 Council Award but ultimately determined that the committee was not in a position to make a nomination. June Porter noted that physician appreciation letters were sent to local physicians in May, 2020 and a congratulation letter was sent to a local physician who received an award in 2020.

D. Correspondence

D.1 Meaford Hospital Foundation: Request for Support

The committee discussed the correspondence received from the Meaford Hospital Foundation that was forwarded to the committee from Council.

Moved by: June Porter

Seconded by: Rob Potter

THAT the Joint Municipal Physician Recruitment and Retention Committee receive the correspondence from the Meaford Hospital Foundation;

AND THAT the Joint Municipal Physician Recruitment and Retention Committee cannot recommend supporting the request at this time;

AND THAT the Joint Municipal Physician Recruitment and Retention Committee request Council follow up with the Meaford Hospital Foundation to outline proposed requests to be made over the next three years for consideration in the 2021 budget

Matrosovs, Andrea	absent
Porter, June	Yay
Potter, Rob	Yay

The motion is Carried.

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Physician Recruitment Event Listing

June Porter provided an update on the physician recruitment events that have been ongoing and emphasized that the individual competencies of the physician recruiters are crucial to their success and therefore, the hiring process to chose a physician recruiter is extremely important. June Porter further noted that a physician recruiter’s ability to engage people is very important as is the ability to be patient while being very responsive.

E.1.2 Physician Recruitment Activities Update

June Porter noted that she has been in contact with two potential family physicians who are considering setting up practice in the Town of The Blue Mountains. A welcome package will be prepared and provided to the physician in August. June Porter also noted that she will be preparing a draft question and answer document to provide to prospective physicians with hospitals reviewing on an annual basis.

E.1.3 Media Inquiry Request

June Porter noted that she received a media inquiry request and will circulate the draft responses to the questions posed for review by the committee and staff.

F. Notice of Meeting Dates

August 20, 2020
Town Hall, Council Chambers

G. Adjournment

Moved by: June Porter

Seconded by: Rob Potter

THAT the Joint Municipal Physician Recruitment and Retention Committee does now adjourn at 11:55 a.m. to meet again at the call of the Chair

Matrosovs, Andrea	absent
Porter, June	Yay
Potter, Rob	Yay

The motion is Carried.