



STAFF REPORT ACTION REQUIRED

Terms of Reference for the Tuberculosis Subcommittee

Date:	June 19, 2007
To:	Toronto Board of Health
From:	Medical Officer of Health
Wards:	All wards
Reference Number:	

SUMMARY

The purpose of this report is to update the Terms of Reference for the Tuberculosis (TB) Subcommittee of the Board of Health. The approved Terms of Reference will provide direction to the members of the TB Subcommittee.

RECOMMENDATIONS

The Medical Officer of Health recommends that:

1. the Board of Health approve the Terms of Reference for the TB Subcommittee included in Attachment 1.

Implementation Points

The TB Subcommittee members will review the Terms of Reference in January 2009, at the mid-term of the subcommittee.

Financial Impact

This report has no financial impact.

DECISION HISTORY

The TB Subcommittee approved the draft Terms of Reference at its meeting on May 31, 2007 (Attachment 1).

ISSUE BACKGROUND

The Board of Health first convened a TB Subcommittee in 1999. Since then, the Terms of Reference have not been updated. Over the past eight years, there has been a significant turnover in membership and much work has been done. Therefore, a review of the Terms of Reference is timely.

COMMENTS

A major area of focus for the TB Subcommittee over their first term was the risk of TB among the homeless population. This continued as Toronto experienced an outbreak in the shelter system in 2001 and then again in 2004. The TB Subcommittee formed two working groups in 2002. One addressed the issues of TB among the homeless, under-housed and those in the corrections system, and the second addressed issues for newcomers to Toronto from TB-endemic areas.

In October 2002, the Board of Health approved the report from the Homeless/Corrections Working Group and in June 2003 approved the report from the Immigration and Refugee Working Group.

The TB Subcommittee and the Board of Health have received status reports on the implementation of recommendations made in both of these reports and Toronto Public Health has made substantial progress. In addition, the TB program went through an internal audit and has made significant improvements, including establishing a team to more effectively address TB among the homeless and under-housed as well as a corrections initiative.

Given the progress the TB program has made over the past few years and the challenges experienced in reaching quorum for meetings, the TB Subcommittee decided to review the 1999 Mandate and Terms of Reference, including membership and frequency of meetings.

Terms of Reference

Staff surveyed subcommittee members who indicated that they found it very helpful to receive updates about TB and how Toronto Public Health responds to TB, as well as having the opportunity to make recommendations to the Board of Health on actions that should be taken to improve service for those with TB or at risk for TB.

The subcommittee should continue to focus on identifying legislative and policy changes, system and service improvements, research activities and provision of resources to assist in TB prevention and control and will make recommendations to the Board of Health in these areas. The subcommittee will also collaborate, consult and work with Toronto Public Health, other local health or municipal organizations, the provincial and federal governments as well as community-based agencies. One strategy to keep TB Subcommittee members up to date on the latest issues about TB in Toronto will be to

hold an annual update forum that will also be open to the broader community. Toronto Public Health will coordinate this event.

Membership

There has recently been a turnover in subcommittee membership due to retirements and resignations. In addition, over the past year it has been difficult for the TB Subcommittee to reach quorum. The subcommittee reviewed the membership and recommended a total of nine members to be on the subcommittee, representing TB clinicians, organizations that work with those at greatest risk for TB, and CUPE Ontario (to represent worker health and safety issues). If issues arise specific to a sector not represented (such as school boards or long-term care facilities), they may be invited to meetings as appropriate.

Frequency of Meetings

The TB Subcommittee has been meeting every two months. At this time, the subcommittee recommends that there be a minimum of three meetings per year and one of those meetings should include the annual update forum on TB. The subcommittee will hold additional meetings if needed.

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SIGNATURE

Dr. David McKeown
Medical Officer of Health

ATTACHMENT

Attachment 1 – Board of Health Tuberculosis Subcommittee Terms of Reference

Attachment 1

BOARD OF HEALTH TUBERCULOSIS SUBCOMMITTEE TERMS OF REFERENCE June 2007

Mandate:

The mandate of the Tuberculosis (TB) Subcommittee is to report with recommendations to the Board of Health on measures to prevent and control TB within the City of Toronto. The subcommittee will address TB-related concerns and needs within the general community and especially among those infected with and affected by TB and at higher risk of TB infection and illness.

Responsibilities:

- (1) Identify needs related to areas such as legislative and policy changes, system and service improvements, research activities, and the provision of financial and other resources to assist in the prevention and control of TB.
- (2) Collaborate, consult and work with Toronto Public Health, other local health and municipal organizations, the provincial and federal governments and community-based agencies on issues involving prevention and control of TB.
- (3) Make recommendations and advocate to the Board of Health on matters related to the prevention and control of TB.
- (4) Provide feedback on the implementation of Board of Health and City Council decisions on matters related to the prevention and control of TB.

Membership:

1. Board of Health member who will be Chair
2. Representative(s) of communities or organizations advocating for and addressing needs of homeless/under-housed at increased risk from TB
3. Representative(s) of communities or organizations advocating for and addressing needs of ethno racial communities at increased risk from TB
4. Representative of communities or organizations advocating for and addressing needs of aboriginal communities at increased risk from TB
5. Representative(s) of communities or organizations advocating for and addressing needs of those infected with HIV at increased risk for TB
6. Representative from Correctional Services sector
7. Representative (s) from CUPE Ontario to address workers' health and safety issues
8. Medical Director of TB Service, West Park Healthcare Centre
9. Clinician(s) from a Toronto TB Clinic

Frequency of Meetings: A minimum of three meetings each year.

Staff Support: The City Clerk's Office will provide administrative support. Toronto Public Health and Shelter, Support and Housing Administration Division will provide City staff support including the Director of Communicable Disease Control and Associate Medical Officer of Health, and Director, Hostel Services respectively.