

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Board of Directors General Meeting Minutes**

January 11, 2023

Time: 6:00pm

Virtual via Microsoft Teams

#### **Present:**

Doug Abbott  
Terry Scott

Deborah Graystone  
Lil Silvano

Susan Schikofsky  
Lisa Bumbaco

#### **Staff:**

Ashley Gearing

Dominic Noel

#### **Call to Order at 6:04pm.**

#### **Call for Expressions of Conflict of Interest**

None declared.

#### **Approval of Agenda**

Motion to approve the agenda as presented.  
Seconded and Carried.

#### **First Nations Training Presentation**

4 Seasons of Reconciliation Module 9 “Restitution in Canada”, the final module, slide show presented by Kay Vallee. Some main highlights from the presentation are as follows:

1. Reviewed definition of restitution.
2. Discussed the different steps of restitution in Canada;
  - i) Resolving the land issue
  - ii) Repairing the damage of residential schools
  - iii) Acting on the 94 calls to action
  - iv) Adopting the un declaration on the rights of Indigenous People
  - v) Closing the gap in living conditions
  - vi) Ending colonialism & forced assimilation

## Algoma

### *Nurse Practitioner-Led Clinic*

3. Discussed what full restitution ultimately means; Indigenous People have the right to self-determination. They are Nations on this land. Canada can decolonize and honour the Treaties.

#### **Approval of Minutes**

Motion to approve meeting minutes from:

Finance Committee Meeting Minutes – January 6<sup>th</sup>, 2023

Seconded and Carried.

Approval for the minutes listed below were deferred. Some amendments were requested prior to approval.

General Meeting Minutes – November 16<sup>th</sup>, 2022

Amendment suggested: discussion to put Women's Health Initiative on hold pending proposal by Sault Area Hospital.

Capital Expansion Committee Meeting Minutes – January 6<sup>th</sup>, 2023

Amendment suggested: On point #7 Change the word agree to discussed regarding the Women's Health Initiative on hold.

#### **Chair's Report**

Discussed the Women's Health Clinic and looking for a motion from the Board. Some board members shared some concerns with the implications of having this project on hold and recommended putting some parameters on "hold" term. The rationale for the project being placed on hold was reviewed with a main factor being the SAH has more resources and funding. There was overall agreement from the board to wait until the next SAH meeting in March for more information on their intentions to better determine if the clinic should still submit the Women's Health Clinic proposal to the Ministry.

Some discussion regarding submitting the proposal from the clinic at the same time as the proposal from SAH. A board member shared that the OHT partners (GHC, SAH and ANPLC) need to work together to address this OBGYNE crisis to be the most effective and efficient. This is something that Dominic has been in communication with the OHT members about.

## Algoma

### *Nurse Practitioner-Led Clinic*

A recommendation was made to form a separate committee for this project instead of discussing it at the Capital Expansion Committee meetings and the board members agreed. It was confirmed that the consultant Charline Smith and the Ministry Rep both recommended that these two projects be run in parallel and not amalgamated to ensure the highest chance for success for both.

Motion to create a stand alone committee to pursue opportunity for a Women's Health Clinic Initiative separate from the Capital Expansion Committee.  
Seconded and Carried.

Members for the Women's Health Clinic Committee shall include, Debbie Graystone, Dominic Noel and one of the new board members. Lisa Bumbaco also agreed to sit on the committee on a temporary basis until the new board member comes onboard.

#### **Executive Director Report.**

The November and December Executive Directors Reports and the Dashboard Reports were presented.

Dominic highlighted the following:

1. HR: Recruitment for RN vacancy will start in March 2023 to allow the Contractor NPs to remain offering episodic appointment for our patients. The costs for the Contractor NPs are covered by the accruing funds from the vacancy.
2. Dashboard: Reviewed the number of visits per month. Discussed the total rostered patient target is 2800 by February. Will be slowing the pace of intakes to reduce the negative impact on patient appointment access. Once we reach the 3200 patient roster goal we will submit for an additional NP, allied health and admin support which would likely be approved. Plan is to submit this request in the 2024 AOP.
3. Capital Expansion: Request is in the Ministry's hands and no update likely until end of February at the earliest.
4. OHT: Dr. Sharp is the new third Chair of the OHT leadership council. The next OHT PAP clinic is being hosted by SFHT this week.
5. MOH Announcements: The TRIN bonus was paid out to the staff in December.

Motion to accept the Executive Director Report as presented.  
Seconded and Carried.

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Treasurer's Report**

The financial reports for periods up to and ending October 31<sup>st</sup>, 2022 and November 30<sup>th</sup>, 2022 were presented by Lil. Premises costs increased due to project cleaning which is done twice per year. "Reimbursement" line and "other" under the revenue section is the OHT PAP clinic reimbursement for staffing support and some tax credit was also received. Monthly surplus of \$1,879 and overall annual surplus of \$12,209. The annual forecast is projected to be a surplus of \$5,032 if spending doesn't change.

A recommendation from the Finance Committee to increase or transfer \$37,000 to the GIC to be reconciled by the Ministry. This will align the GIC with the total amount recoverable by the Ministry. A question regarding where the total of \$37,000 came from was addressed, it is the surplus from last fiscal year. The board members were in agreement with this.

Motion to approve the addition of \$37,000 to the GIC from the surplus of the 2021-2022 fiscal year that has not been reconciled by the Ministry.  
Seconded and Carried.

Motion to accept the Treasurer's Report.  
Seconded and Carried.

It was noted that Lil will have to resign from her position on the board of directors as her new position at Group Health Centre is a conflict of interest. Doug expressed his gratitude for Lil's service. Dom also said some words of appreciation.

### **Alliance for Healthier Communities Board Liaison Report**

Susan reviewed the Health Equity Training Module 2. Some key points from the review are as follows:

- Susan advised that the Board policies are aligned with Health Equity.
- The Board is committed to exploring education possibilities and training ongoing.
- The ED is open to performance monitoring.
- The Board does make decisions based on and reflecting Board policies.
- The Board authority is unified and conflict resolution is assertive.
- There is support for the ED in the form of leadership meetings and discussion with Board members with expertise.

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Strategic Planning Committee Report**

Lisa reported on the progress from the Strategic Planning Committee working group sessions. Two meetings have occurred thus far, and an additional meeting is pending to tie up this work. Focusing on a more balanced score card approach. Some recommendations or questions from the working group will be brought forward to the committee and then to the board when ready.

### **Governance Committee Report**

The in camera meeting minutes storage solution will remain unchanged from the previous meeting unless additional information or better solution is brought forward.

Susan reviewed the election policy. A recommendation was made to all board members to ensure they have reviewed the policy and voting on this policy was postponed until next meeting. Susan requested if any members have feedback or concerns to email them and the Governance Committee will meet and review prior to the next board meeting.

### **Nominating Committee**

Terry reviewed the new board member candidates' names and advised she is just waiting on the application forms to be submitted. The candidates are Donna Woldanski and Cyrus Sagart. Donna has experience with grant writing and Cyrus is the owner and pharmacist of the Central Algoma Pharmacy in Bruce Mines.

An additional board member will need to be recruited to fill Lil's vacancy. It was discussed that this new board member should have a financial background. Lil has agreed to make some recommendations of individuals with financial background for her replacement. The Nominating Committee was also pursuing a candidate with this background as well.

**Adjournment at: 8:08 pm**

**Next Meeting: February 8, 2023 at 6:00PM**

### **Board Meeting Evaluation**

1. Was this a good use of your time?
2. What did we decide?

## Algoma

### *Nurse Practitioner-Led Clinic*

- A. Motion to create a stand alone committee to pursue opportunity for a Women's Health Clinic Initiative separate from the Capital Expansion Committee.
- B. Motion to approve the addition of \$37,000 to the GIC from the surplus of the 2021-2022 fiscal year that has not been reconciled by the Ministry.

  
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Doug Abbott, Board Chair

  
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Date of Approval