

Human Resources Committee Meeting – Oct. 27, 2023

Time: 9:00 AM to 10:15

Attending: Dominic Noel, Lisa Bumbaco, Doug Abbott, Terry Scott

The committee discussed two main issues:

Staffing concerns – specifically staffing shortages and vacancies that were reported to the Board at our Sept. meeting.

- With the recruitment of a new Nurse Practitioner (former student who was consolidating at the clinic and who has recently passed her Boards), the staffing issues reported in Sept. have been addressed. The new hire will backfill the current vacancy created by a Pregnancy and Parental Leave and with the expected termination of one of our permanent NPs in 2024, our new hire will transition to that vacancy when the NP on leave returns to full duty.
- Currently we have an NP who returned from a Pregnancy and Parental leave to resume .6 of her FTE. The .4 of her FTE is currently being filled with .2 of the FTE with a contractor and with the potential of offering the remaining .2 FTE to another contractor who was a former employee of the clinic.
- Dominic is hopeful that the NP who is working as a .6 FTE will resume her full-time position in the near future and the contractors will be retained to augment the resources of the clinic. Funds for the retention of the Contractors will be from our current budgetary surplus.
- We have the potential to hire an additional Nurse Practitioner (also a new grad), however we currently do not have the funding for that hire. The clinic will petition the ministry to provide additional funding for the new position while we are awaiting the ministry's response to our request for additional funding for 2 additional FTE NP positions. Note, if we are successful in securing temporary funding for position, the position will represent one of the positions outlined in the funding request previously submitted in our Expression of Interest (EOI). Dominic will draft the letter regarding the temporary funding request.
- We currently do not have a .5 FTE NP with a specialty in mental health, therefore in the event, the partnership with AFS is signed, the clinic will have to recruit to fill that position.

Compensation concerns raised in the “In Camera” session of the Board meeting held on Oct. 17, 2023

- The committee reviewed the market research from the 2022 Salary Disclosure Report of comparable NPLC Clinics to determine if our rates were out of line.
- Dominic confirmed that our rates were equal to the Northern Clinics and are in accordance with the rates set by the Ministry of Health.
- The Alliance is currently undertaking a salary review of health care positions to present to the Ministry of Health to support future salary adjustments.

As our rates are in line with other NPLCs and those rates are set by the Ministry of Health, the committee will wait for the results of the salary survey and the outcome of salary decisions based on that survey with the Ministry.