

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

February 8, 2023

Time: 6:00pm

Sault College Room L1120

Present:

Doug Abbott
Terry Scott

Deborah Graystone
Lisa Bumbaco

Regrets:

Susan Schikofsky

Staff:

Ashley Gearing

Dominic Noel

Call to Order at 6:12pm.

Call for Expressions of Conflict of Interest

None declared.

Approval of Agenda

Motion to approve the agenda as presented.

Seconded and Carried.

Approval of Minutes

Motion to approve meeting minutes from:

General Meeting Minutes – January 11th, 2023

Amended General Meeting Minutes – November 16th, 2022

Amended Capital Expansion Committee Meeting Minutes – January 6th, 2023

Finance Committee Meeting Minutes – February 3rd, 2023

Seconded and Carried.

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Chair's Report

Evaluation of the Chair is due this month. The survey will be set up on google forms and sent out to the board by Ashley. Once anonymous results are received, they will be compiled and submitted to the Governance Committee to discuss at the next meeting.

Funding announcement is pending Dominic to seek clarification from the Ministry Representative on a discrepancy.

Executive Director Report.

The January Executive Directors Reports and the Dashboard Reports were presented. Dominic highlighted the following:

1. HR: Contract NPs hours may be increased funded by surplus including RN vacancy. Potential contract with AFS for a .5 FTE NP pending meetings schedule within the next 2 weeks. Episodic pilot project will be trialled beginning in March to increase access by offer 15 minute appointment slots for specific appointments.
2. Dashboard: Goal of 2800 patients by end of February has been met. New target is 3200 patients by April 2024.
3. OHT: Upcoming meeting to discuss potential conflict with Dr. Sharp as TriChair for primary care. Contract RN funded by OHT has initiated the Frailty Pilot Project and will be doing assessments and making service recommendations. CQIP work is ongoing and submission is due March 31, 2023.
4. MOH Announcements: Mental Health and Addictions funding of \$84,000 has been announced and should be received soon. These funds are required to be spent by March 31, 2023. Dominic requested Board support and approval to donate a portion of the funding to the AOHT Wellness Bus initiative as they do not have regular funding and rely heavily on in-kind contributions. Dominic expressed this would be a good way to show our clinics investment and support for this AOHT initiative.

Motion to donate \$20,000 from our \$84,000 Mental Health and Addictions Ministry granted funding to be spent by March 31, 2023 to the Algoma Ontario Health Teams Wellness Bus initiative.

Seconded and Carried.

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Spending the remaining funding \$64,000 is still to be decided however will be spent within the clinic on our patients. Dominic gave a brief summary on the Minister of Health's update on Primary Care, highlighting the section regarding NPLC's.

5. Clinic Insurance Coverage: Market review comparing current insurance provider Intact costs and coverage to HIROC. Would need to purchase additional policies for the same level of coverage therefore recommending remaining with the current insurance provider.
6. Dashboard of Initiatives/Actionable Items: Dominic highlighted online booking funding secured through Ontario Health and has launched. Patient able to access online booking through the clinics website and via QR codes. Women's Health Committee will be meeting in February. Annual operating plan is due May 2023.

Treasurer's Report

The financial reports for periods up to and ending December 31st, 2022 were presented by Lisa. No statistical anomalies were noted. Monthly surplus of \$4,731 and overall annual surplus of \$16,939.

Some discussion around the plan for surplus spending took place and a spreadsheet with the proposed expenditures will be submitted within the next 2 weeks.

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

Alliance for Healthier Communities Board Liaison Report

Deferred due to Susan's absence.

Governance Committee Report

A brief review and discussion regarding the procedures involved in the proposed Election of Officers Policy took place. Board members agreed to vote on the implementation of this policy.

Motion to accept and implement the new Election of Officers Policy.
Seconded and Carried.

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Nominating Committee

Terry presented the application of Cyrus Sagart for nomination to the board. A brief discussion of the qualifications of the candidate ensued.

Motion to accept the nomination of Cyrus Sagart as a member of the Board of Directors.
Seconded and Carried.

Arrangement for Cyrus's orientation to the Board will be made by Terry and Doug.

Terry discussed some potential replacements for Lil's position of Treasurer of the Board but is still waiting for the application to be returned. The nomination will be brought to the next board meeting. Doug had asked Stephen Hussey to fill in for Lil until a replacement is found.

Adjournment at: 7:47 pm

Next Meeting: March 8, 2023 at 6:00PM

Board Meeting Evaluation

1. Was this a good use of your time?
2. What did we decide?
 - A. Motion to donate \$20,000 from our \$84,000 Mental Health and Addictions Ministry granted funding to be spent by March 31, 2023 to the Algoma Ontario Health Teams Wellness Bus initiative.
 - B. Motion to accept and implement the new Election of Officers Policy.
 - C. Motion to accept the nomination of Cyrus Sagart as a member of the Board of Directors.

Doug Abbott, Board Chair

Date of Approval