

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

March 8, 2023

Time: 6:15pm

Sault College Room L1120

Present:

Doug Abbott
Terry Scott

Deborah Graystone
Lisa Bumbaco

Cyrus Sagart

Regrets:

Susan Schikofsky

Staff:

Ashley Gearing

Dominic Noel

Call to Order at 6:20pm.

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 – February 8th, 2023

Finance Committee Notes – March 6th, 2023

Capital Expansion Committee Meeting Minutes – March 3rd 2023

Seconded and Carried.

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Chair's Report

Doug welcomed Cyrus Sagart and a round table introduction was done.

Discussed the need for printing of the Board Manual to provide to new members upon orientation. Confirmation that all items in the printed manual are available on the portal was given. Reviewed the merit of having a Governance review to ensure compliance annually. This will be taken to the Governance Committee.

In camera meeting minutes progress was reviewed. The minutes have been scanned and are awaiting upload to the restricted Board Chair folder. Some technical issues preventing the upload, once this is complete the binder will be destroyed.

Executive Director Report.

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

1. HR: Juli Briglio NP is no longer seeing primary care patients, other contract NPs increasing hours until September to assist in coverage and then part time NP will resume full time hours. Upcoming maternity leave may be covered by one of the NP students currently completing placement hours at the clinic. Recruitment for RN position continues. Dr. Maloney's stipend will be decreased by 50% as of April 1, 2023.
2. Dashboard: Uneventful month. Target remains 3200 patients by April 2024.
3. OHT: Algoma Family Services Youth Wellness Hub will be purchasing .35 NP and contract finalization is still pending. Superior FHT and Algoma NPLC will rotate in the TriChair position for Primary Care until a permanent chair is found. GHC held their cervical cancer screening clinic March 3rd. The hope is to continue offering these services on a regular basis.
4. MOH Announcements: Mental Health & Addictions funding proposal reviewed. Discussed some training opportunities for the staff however it was determined that the Psychotherapy seats were more appropriate/necessary spending for the funding.

Motion to approve the proposed spending of the \$84,100 Mental Health & Addictions Funding to be complete by March 31, 2023 as presented.
Seconded and Carried.

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Ontario Health has taken over Primary Care therefore Dominic no longer has a direct contact to a Ministry Rep. This does include funding. Charline will be meeting with Michelle, current Ministry Rep. to discuss if Capital Expansion will still be handled by her or if Ontario Health would be taking over.

5. Capital Expansion Update: Reviewed the potential locations, United Way building, Pim Street, Market Mall and Churchill Plaza. Potential budget/costs will be reviewed with the Capital Expansion Committee at the next meeting. Dominic will continue to negotiate with the landlords for no or minimal CAMS due to the benefit of not having to pay for the renovations out of their pocket. Review the potential option of finding a space that is larger and subleasing a portion to an allied health professional such as physiotherapy.

Treasurer's Report

The financial reports for periods up to and ending January 31st, 2023 were presented by Dominic. No statistical anomalies were noted. Monthly surplus of \$5,518 and overall annual surplus of \$22,457. It was noted that the additional funding of \$12,500 is not reflected in the financial statements yet.

Motion to accept the Financial Statements for periods up to and ending January 31st, 2023. Seconded and Carried.

The proposed 2023-2024 Annual Budget was reviewed. This budget was not balanced to demonstrate the additional \$50,000 increase to the general operating funding. Final balanced budget will be presented at the next board meeting.

Alliance for Healthier Communities Board Liaison Report

Deferred due to Susan's absence.

Governance Committee Report

Debbie presented the Board Chair Evaluation Results. Overall, very positive feedback.

Strategic Planning Committee Report

Lisa provided a brief review on the progress of the Strategic Plan for 2022-2025. The committee will be meeting as a group to review work thus far and then will bring it to the board for review.

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Nominating Committee

Terry presented the application of Ryan McLeod for nomination to the board. A brief review and discussion of the qualifications of the candidate ensued.

Motion to accept the nomination of Ryan McLeod as a member of the Board of Directors.
Seconded and Carried.

Potential additional board member nominee with HR background discussed briefly. Some board members recommended finding a nominee with Legal experience instead.

Adjournment at: 8:05 pm

Next Meeting: April 12, 2023 at 6:15PM

Board Meeting Evaluation

1. Was this a good use of your time?
2. What did we decide?
 - A. Motion to approve the proposed spending of the \$84,100 Mental Health & Addictions Funding to be complete by March 31, 2023 as presented.
 - B. Motion to accept the nomination of Ryan McLeod as a member of the Board of Directors.

Doug Abbott, Board Chair

Date of Approval