

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Board of Directors Regular Meeting**

June 4, 2012

Time: 1800 hours

Algoma NPLC boardroom

#### **Present:**

Debbie Graystone	Jane Breckenridge
David Walde	Mary Tasz
Rhonda Angeconeb	Juli Briglio

#### **Staff:**

Rita Mannarino	Sandra Lamon
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#### **Regrets:**

Max Liedke	Jean Feagan
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Eric McCooeye

1. Debbie called meeting to order at 1835 hours – quorum of board members present.
  - 1.1. Approval of Agenda  
Motion to approve the agenda with the addition of EMR update -  
Moved by: Jane Breckenridge Seconded by: David Walde  
All in Favour – carried
2. Declaration of Conflict of Interests – none declared
3. Review May 7, 2012 Regular Board Minutes.  
Motion to accept minutes of May 7, 2012 –  
Moved by: Jane Breckenridge Seconded by: David Walde  
All in Favour – carried

#### **Business Arising**

4. Review Financial Statements  
April statements were reviewed, no concerns raised.

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Motion to approve financial statements for the period ending April 30, 2012

Moved by: David Walde Seconded by Rhonda Angecone

All in Favour – carried

Sandra updated the board that the 2012-2013 financial agreement had not yet been received. Funding continues based on last years approved amount. Once operating agreement is received a payment will be made to catch up from the start of the fiscal year. The Ministry has not done their year-end reconciliation yet either, but we now have our funding in an interest-bearing account with TD.

5. As financial statements are prepared, Sandra will mail to all board members through summer months and formal approval will occur at September meeting.

5.1. Staffing update: recruitment for 4<sup>th</sup> NP is continuing. Senior management will be conducting interviews throughout the next few months and will make a conditional offer if the successful candidate is a new graduate and waiting for licencing in October.

### **New Business**

6. Appointment of Officers – there are 2 vacant Officer positions on the board; President and Secretary. One nomination was received for each position and the candidates were in agreement to acclaim the positions.

Debbie Graystone has been appointed for a second two year term from 2012-2014. Jane Breckenridge has been appointed Secretary of the board for a two year term from 2012-2014.

All in favour – carried

7. Review of 2012-2013 Board Meeting Dates – all members reviewed the schedule for the year and 1 change was approved for the September meeting to be moved to September 17<sup>th</sup>.

7.1. EMR Update: Leadership team training will occur on Monday with Nightingale trainer. Go-live date has been pushed back to September due to data conversion. The board requested Nightingale commit to the go-live being no later than September. Motion made by David Walde, Seconded by: Juli Briglio. All in favour – carried.

7.2. Patient Registration: Due to the delay in changing to EMR, the leadership team brought forward to open patient registration in June. Motion to support the re-opening of patient registration moved by: Mary Tasz, Seconded by: Rhonda Angecone. All in favour – carried

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8. Review of Strategic Plan to date: Debbie reviewed the draft presentation of the progress to date. Value statements are needed along with key performance indicators. These will be reviewed again in September.
9. Summer break: the board will break for the summer months. The next meeting will be on Monday September 17<sup>th</sup> at 6pm
10. Adjournment: Moved by Jane Breckenridge/Mary Tasz to adjourn the meeting at 7:18pm.

\*All meetings will be held at Algoma NPLC, Willow Avenue.

**\*Reminder that food will be served at all board meetings.**