

Algoma

Nurse Practitioner-Led Clinic

Board of Directors Regular Meeting

October 3, 2011

Time: 1800 hours

Algoma NPLC boardroom

Present:

Jane Sippell Debbie Graystone

David Walde Max Liedke

Staff:

Rita Mannarino Sandra Lamon

Regrets:

Jane Breckenridge Steven Shoemaker

Rhonda Angeconeb Juli Briglio

Mary Tasz

1. Debbie called meeting to Order & Agenda Review – 1810 hours, noted that there was NO QUORUM present for the meeting. Continued with information only portions.

2. Review August 22, 2011 Board Minutes – deferred

3.

3.1. Old Business

3.1.1. Update Human Resources – Sandra and Rita updated that hiring processes for SW and Pharm positions still underway and decisions and offers will be made by the next board meeting for approval. Rita and Sandra meeting with physician consultant on Thursday to review contract.

3.1.2. Review Patient Registration Process –Overall the process went very well and smoothly. Paper and online registration filled within first two days. No specific date for opening of the second wave has been decided, will wait to see how registration and patient appointments go for this first wave (approx. 400 patients registered).

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3.1.3. Financial Update – Deferred

3.1.4. NP Recruitment Strategies – much discussion about opportunities and ways to enhance our current package. Serious interest from an NP in the Yukon was received through HFO website. Rita and Sandra to meet via telephone with NP on Friday.

3.1.5. EMR Update – Sandra still awaiting feedback/news from Ministry regarding OntarioMD program assistance. Currently using a mix of paper charts and Access database for booking appointments. Sandra to follow up with APH and GHC regarding their process and decisions. Sandra to call Intrahealth for an update on approval in Ontario.

3.1.6. Grand Opening Update – Sandra updated board on new date – November 18th at 1pm. Reviewed invite list. Invitations will be sent to invitees next week.

3.2. New Business

3.2.1. Governance Strategies – Deferred

3.2.2. Committee Membership – Deferred

3.2.3. Executive Committee Terms of Reference – Deferred

3.2.4. HR Policies – Deferred

3.3. In Camera

3.3.1. Review Employee Performance Process

4. Next Meeting Date: **November 7, 2011, 1800 hours** Algoma NPLC, Willow Avenue.

5. Adjournment of public meeting – 1910 hours