

Algoma

Nurse Practitioner-Led Clinic

Board of Directors Regular Meeting

February 25, 2013

Time: 1800 hours

Algoma NPLC boardroom

Present:

Debbie Graystone

Rhonda Angeconeb

David Walde

Jean Feagan

Eric McCooye

Jane Breckenridge

Staff:

Rita Mannarino

Sandra Lamon

Regrets:

Juli Briglio

Max Liedke

Mary Tasz

1. Debbie called the meeting to order at 1802 hours – quorum of board members present.
2. Approval of Agenda – the agenda was approved as presented
3. Declaration of Conflict of Interests – none declared
4. Review January 28, 2013 Regular Board Minutes.
Motion to accept minutes with amended grammar error
Moved by: D. Walde Seconded by: J. Feagan
All in Favour – carried
5. President's Report – Debbie notified the board that some members terms are up and Sandra will be contacting them by email to inquire about renewing etc. A teleconference with the Nursing Secretariat last week notified all NPLCs that operational oversight will be by the primary care branch (in Sudbury) starting April 1, 2013; don't foresee any impact to the board or clinic, just changes who we send our reports/requests to on a regular basis.
6. Treasurer's Report – Reviewed the financial statements; question regarding higher salary number. Sandra clarified this was due to have 3 pay periods in the month. An

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7. expenditure in the insurance line reflected the change in our premium to cover an increase limit to \$10M for medical liability coverage.

Motion to approve financial statements for the period ending December 31, 2012

Moved by: Eric McCooye Seconded by: Max Liedke

All in Favour – carried

8. Business Arising

8.1. EMR Update:

The clinic went “live” with Nightingale today! Overall, the implementation seems to have gone well, we were very well prepared. The trainer felt we were well prepared for the transition. Now will be mainly troubleshooting and adjusting to new processes.

8.2. Patient Enrolment Update:

Staff gave the board a handout with patient enrolment numbers and this will be updated and circulated at each monthly meeting. Sandra to add a legend to the bottom of the chart defining the terms used; the clinic has begun to accept weekly referrals from Health Care Connect’s patient list and continues with our own registration to maintain registration targets.

8.3. Insurance Options Update:

This was carried over from November meeting and board’s questions for insurance broker regarding suggested coverage options. Medical liability coverage limit increased to \$10M effective November 29/2012. Question about what “legal expense – defence costs” related to was explained to the board. Sandra to develop a spreadsheet with all statutes that relate to the clinic listed and how we are meeting our requirements under them; this will be presented annually to the board.

8.4. GHC Meeting Update:

Rita contacted Grant Walsh last week and he will contact her over the next few weeks to set up a meeting. When Rita asked about an agenda, he said he was interested in knowing more about the clinic and what he/GHC could do for us. The board supports building community partnerships and wants a meeting set up to further inquire about possible programming partnerships etc.

8.5. NPLC Research Project:

Rita informed the board that an NP from Sudbury is working on her PhD and would like the clinic to participate; her research will focus on what, if any, is the difference in quality of care at NPLCs. She is asking the board approval in principle to participate in her research should the funding come through. David

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asked that staff inquire with community ethics board to see if require their approval to participate.

9. New Business

9.1. Extended Hours/Patient Survey Update:

Survey results unavailable, will be brought to next board meeting.

Extended hours will begin March 19th – 1 day/week the clinic will be open until 7:00pm (on Tuesdays)

9.2. QIP Governance Education:

Debbie informed the board that all sessions were filled very quickly and we are anticipating they will open up more spots in the next few weeks.

10. Adjournment:

Motion to adjourn at 1903

Moved by: J. Breckenridge; seconded by: J. Feagan

Next meeting: **March 25, 2013**

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

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