

# Algoma

## *Nurse Practitioner-Led Clinic*

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

February 24, 2014

Time: 1800 hours

Algoma NPLC boardroom

#### **Present:**

Debbie Graystone

Jean Feagan

Eric McCooney

Mary Tasz

Max Liedke

Justin Reid

Wendy Payne

#### **Staff:**

Ali Pettenuzzo

Sandra Dereski

#### **Regrets:**

Rhonda Angeconeb

Jane Flaxey

**Call to Order:** Debbie called the meeting to order at 1804 hours – quorum of board members present.

**Approval of Agenda:** the agenda was approved with one addition, Algoma University research grant

Moved by: M. Liedke, Seconded by: M. Tasz

All in favour - carried

**Declaration of Conflict of Interests** – none declared

**Approval of Minutes:** Review January 27, 2014 Regular Board Minutes.

Motion to accept minutes as presented

Moved by: J. Feagan Seconded by: E. McCooney

All in Favour – carried

**President's Report** – Debbie welcomed the two newest board members, Justin and Wendy, to the board. We are excited to have them join us and volunteer their time to the Algoma NPLC.

**Education Session:** Debbie presented information and PowerPoint on Succession Planning.

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**Scheduled Board Activity:** None planned for this meeting

### **STANDING ITEMS**

#### **Treasurer's Report:**

A financial management policy is being developed and will be presented to the board at the March board meeting.

Motion to approve the financial statements for the period ending January 31, 2014

Moved by: M. Liedke Seconded by: J. Feagan

All in Favour – carried

Note: The motion to approve the financial statements for the periods ending November 30, 2013 and December 31, 2013 and the 3<sup>rd</sup> quarter report was received by email. Moved by: M. Liedke Seconded by: J. Feagan

All in Favour – carried

#### **Reports from Committees:**

Nominating Committee – the committee updated the board that 2 directors were contacted regarding their terms being up in June 2014 and both are eligible for renewal. Max has confirmed his renewal for 2014-2017 and Rhonda will get back to the committee after her holidays. The committee also welcomed Justin and Wendy.

Quality Committee – Ali read report from J. Flaxey, Chair, who could not attend tonight's meeting (see attachment for report). Ali distributed a copy of the QIP narrative and work plan to each board member for review. Feedback is to be submitted by March 4<sup>th</sup> to ensure enough time for submission to the Ministry.

#### **Leadership Team Report:**

See attached report

Sandra requested a motion to go in-camera to discuss 1 personnel issue. Motion to move the meeting to in-camera at 1900 Moved by: M. Tasz Seconded by: J. Feagan

All in Favour – Carried.

1 personnel issue discussed in-camera.

Motion to move the meeting out of in-camera at 1920 Moved by: M. Liedke

Seconded by: W. Payne All in Favour – carried

#### **Business Arising**

**Finalize Dashboard/KPI's** – 2014/2015 Dashboard presented to board for discussion. Motion to approve dashboard for 2014/2015 (reporting to commence for March) as presented

Moved by: J. Reid Seconded by: J. Feagan

All in favour – carried

**Policies for Review** – none to report

#### **New Business**

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**NP Recruitment** – NP recruitment was discussed during the leadership report.

**Strategic Plan Update** – Sandra will send out dates in a doodle poll to determine best date for a planning session – agreed to a half day either Friday or Saturday.

**Algoma University research** – the pilot study is now in the analysis and evaluation stage. An application to expand the grant is being submitted to Canadian Institutes for Health Research. Motion to support the NPLCs continued participation in the study

Moved by: J. Reid Seconded by: W. Payne

All in Favour – carried

**Adjournment:**

Motion to adjourn at 2000 hours by J. Feagan

Next meeting: **March 24, 2014**

**Recording Secretary:** \_\_\_\_\_