

# Algoma

## Nurse Practitioner-Led Clinic

### Board of Directors Regular Meeting

**Date: January 11, 2016 Time: 6:00 p.m. Location: Algoma NPLC Boardroom**

	Responsibility	Required Activity
Call to Order & Declaration of Conflict of Interest	W. Payne (<5 min.)	announcement & review of K. Barban's concern re: conflict of interest; documentation of self-removal during Board activity in conflict.
Consent Agenda	W. Payne (<1 min.)	deferred with explanation
Approval of Agenda	All (2 min.)	revision as needed and motion to approve
Approval of Minutes – February 8, 2016	All (8 min.)	revision as needed and motion to approve
<b>STANDING ITEMS</b>		
Leadership Team Report & Dashboard Pulse of the Clinic Report	A. Pettenuzzo & S. Dereski (10 min.)	information sharing & questions; discussion re: challenges of hiring a new NP; update staff engagement survey
Chair's Report	W. Payne	board attendance policy discussion
<b>Reports from Committee/Scheduled Board Activity</b> <ul style="list-style-type: none"> <li>• Executive Committee <ul style="list-style-type: none"> <li>○ Lease Review</li> <li>○ Request for New NP Info</li> <li>○ Request for M. Teresinski's Personnel File</li> </ul> </li> <li>• HR Committee <ul style="list-style-type: none"> <li>○ Report on Float/Vacation Policy</li> </ul> </li> <li>• Governance Committee/Nominating Committee – <i>none</i></li> <li>• Finance Committee <ul style="list-style-type: none"> <li>○ Treasurer's Report</li> <li>○ Report on Completion of Third Party Forms</li> </ul> </li> <li>• Quality Committee <ul style="list-style-type: none"> <li>○ Report</li> </ul> </li> </ul>	W. Payne (5 min.) W. Payne (<8 min.)  W. Payne (5 min.)  M. Liedke & G. Diluzio (30 min.)  K. Barban (2 min.)	information; motion to approve information discussion role of the board, according to the board manual  accept report & motion to approve; questions to be investigated  questions & discussion; motion or activity possible 'in camera' session re: next steps  date of next meeting to be confirmed

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## *Nurse Practitioner-Led Clinic*

<b>Business Arising</b>		
1. Education Activity about Consent Agenda	W. Payne (15 min.)	motion re: process for minutes & consent agenda motion to set date
2. Strategic Planning Dates	L. Ash (<5 min.)	
<b>New Business</b>		
1. NP Lead Evaluation NP Staffing	W. Payne (10 min.)	information & acceptance of process
<b>Next Meeting</b> – April 11, 2016		
<b>Adjournment</b>	All	