

Algoma

Nurse Practitioner-Led Clinic

Board of Directors Regular Meeting

January 11, 2016

Time: 6:00 p.m.

Algoma NPLC Boardroom

Present:

Karen Barban
Eric McCooeye

Giulian Diluzio
Debbie Graystone

Christena Laitinen
Max Liedke

Staff:

Ali Pettenuzzo

Lisa Ash

Regrets:

Wendy Payne

Call to Order

Debbie called the meeting to order at 6:08pm.

Approval of Agenda

Motion to approve the agenda with the following amendments: date for the approval of minutes needs to be changed; addition of dashboard discussion, board evaluation, social event discussion, and annual budget discussion.

Moved by: M. Liedke; Seconded by: K. Barban

All in Favour - Carried

Declaration of Conflict of Interests

None Declared.

Approval of Minutes

Review of the December 7, 2015 minutes. Motion to accept minutes as presented.

Moved by: E. McCooeye; Seconded by: C. Laitinen

All in Favour – Carried

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STANDING ITEMS

Leadership Report & Dashboard

Ali gave opportunity for the Directors to ask any questions they may have about the report. Max asked for clarification between the waitlist and the inactive numbers between October and November and why there was such a difference between the two months. Ali explained that the Team had been working hard to clear up the waitlist and that most of them had acquired another health care provider. It was asked if there was a formal process to ask patients questions after they leave. There is not.

Report of Recent Inactive Patients (As Requested by BOD)

- (1) NP reported her to CAS without discussing with her
- (1) child who was a ward of CAS was adopted and family physician took her on
- (1) had a family doctor
- (3) Elderly couple and daughter was taken on by GHC doctor

Max also questioned about the QIP sneak peek. Ali advised that there will be one less female cancer care monitoring standard, either PAP or breast screening.

Chair's Report

Debbie had nothing to report.

Reports of Committees

Executive Committee

None.

HR Committee

None.

Governance Committee

The Governance Committee reported that they met before Christmas and completed a fair amount of work. Reviewed the TOR. Discussion was held. It was raised as to

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why the Leads of the Clinic were put in as 'ad hoc' for membership of this committee.
Discussion was held.

Vote to remove membership of Leads in the Governance Committee
In Favour: 4; Not in Favour: 2

Vote to fully remove Lead membership from Nominating Committee
In Favour: All

Motion to approve the TOR as amended.
Moved by: G. Diluzio; Seconded by: E. McCooeye
All in Favour – Carried

Quality Committee

Discussion was held regarding TOR.
Motion to approve amendments as discussed.
Moved by: M. Liedke; Seconded by: G. Diluzio
All in Favour – Carried
(see updated TOR attached)

Treasurer's Report

Max Liedke presented the financial documents but also stated that receiving the financials two and a half months late is not acceptable. Ali is to speak with our bookkeeper to see if anything can be done about a quicker turn around. Ali will also have Vivian put it into writing if there is substantial rationale for the current timelines.
Motion to approve financial documents as presented.
Moved by: M. Liedke; Seconded by: G. Diluzio
All in Favour – Carried

Business Arising

1. **Annual Budget** – Wendy asked that it be brought up that the annual budget review is approaching. There is no preparation work to be done until the document is received from the MOHLTC. Ali has not received direction from MOHLTC.
2. **Board Evaluation** – Deferred to next meeting.

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3. **Dashboard** – The Quality Committee is entrusted with refining the Dashboard Report.

New Business

1. **NP Staffing** – Ali explained the events of the morning with the termination of NP Martine Teresinski. A discussion was held. It was determined that present staff can handle patient load.
2. **Social Event** – This coming September will be the 5th year anniversary of a few team members. Something will be organized around this.

Adjournment:

Motion to adjourn at 8:02pm by D. Graystone.

Next meeting: **February 8, 2016**