

Algoma

Nurse Practitioner-Led Clinic

Board of Directors Regular Meeting

March 24, 2014

Time: 1800 hours

Algoma NPLC boardroom

Present:

Debbie Graystone

Jean Feagan

Eric McCooney

Mary Tasz

Max Liedke

Justin Reid

Wendy Payne

Jane Flaxey

Staff:

Ali Pettenuzzo

Sandra Dereski

Regrets:

Rhonda Angeconeb

Call to Order: Debbie called the meeting to order at 1808 hours – quorum of board members present.

Approval of Agenda: the agenda was approved with three additions, Strategic Planning session, Human Resources and AOHC membership

Moved by: J. Flaxey Seconded by: M. Tasz

All in favour - carried

Declaration of Conflict of Interests – none declared

Approval of Minutes: Review February 24, 2014 Regular Board Minutes.

Motion to accept minutes as presented

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

All in Favour – carried

President's Report – no report this month

Education Session: Debbie presented information and PowerPoint on Quality and Risk Management for boards.

Scheduled Board Activity: None planned for this meeting

Algoma

Nurse Practitioner-Led Clinic

STANDING ITEMS

Treasurer's Report:

Max inquired about the clinic's current cash position and how anticipated claw backs from MOH will position the clinic's cash flow. Sandra will get this information for the next board meeting.

Motion to approve the financial statements for the period ending February 28, 2014

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

All in Favour – carried

Reports from Committees:

Nominating Committee – nothing to report at this time

Quality Committee – Motion to approved the 2014-2015 Qaulity Improvement Plan for the Algoma NPLC with changes sent by email implemented.

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

All in Favour - carried

Leadership Team Report:

See attached report

Business Arising

QIP – see Quality Committee report

Financial Management Policy – policy was handed out to all board members for review and comments at the April board meeting.

Strategic Plan Session – board discussed not enough time to get most members at the session or to book a consultant. Sandra will look at October 2014 dates for the session.

New Business

2014-2015 Budget Review – reviewed budget submission draft; focus of budget requests were on increased staffing positions. Included increases to RN, SW, Pharm and Med Receptionist positions.

Motion to approve 2014-2015 budget request submission

Moved by E. McCooeye Seconded by: M. Tasz

All in Favour - carried

Insurance Policy Review – deferred until April meeting. Sandra will email options for discussion to board members.

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.

Human Resources –Motion to approve the hiring of A. Hall for the medical receptionist position

Moved by: J. Flaxey Seconded by: M. Tasz

Algoma

Nurse Practitioner-Led Clinic

All in Favour – carried

AOHC Membership – leadership team discussed the support and benefits of being part of this association experienced by the clinic last year and recommended the board approve the renewal of the membership for 2014-2015. Motion to approved the Algoma NPLC join the AOHC for the 2014-2015 fiscal year

Moved by: E. McCooeye Seconded by: M. Liedke

All in Favour - carried

Adjournment:

Motion to adjourn at 2005 hours by J. Flaxey

Next meeting: **April 28, 2014**

Recording Secretary: _____