

Algoma

Nurse Practitioner-Led Clinic

Board of Directors Regular Meeting

November 25, 2013

Time: 1800 hours

Algoma NPLC boardroom

Present:

Debbie Graystone

Jean Feagan

Mary Tasz

Eric McCooye

Rhonda Angeconeb

Staff:

Sandra Lamon

Ali Pettenuzzo

Regrets:

Jane Breckenridge

Max Liedke

Call to Order: Debbie called the meeting to order at 1806 hours – quorum of board members present.

Approval of Agenda: the agenda was approved as presented

Moved by: J. Feagan, Seconded by: R. Angeconeb

All in favour - carried

Declaration of Conflict of Interests – none declared

Approval of Minutes: Review October 28, 2013 Regular Board Minutes.

Motion to accept minutes as presented

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

All in Favour – carried

President's Report – nothing to report at this time

Education Session: Debbie put together a power point presentation on governance in the not for profit sector and reviewed it with the members. The board will add this to their new member orientation.

Scheduled Board Activity: Review of outstanding board governance policies;

2011-08 – deferred to nominating committee for review

2011-02 – deferred to quality committee for review

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STANDING ITEMS

Treasurer's Report: (Max) –

Motion to approve the financial statements for the period ending October 31, 2013

Moved by: R. Angeconeb Seconded by: E. McCooeye

All in Favour – carried

Reports from Committees:

Nominating Committee – committee met on November 7th and reviewed process for selection. Also developed a list of candidates for future recruitment and those who have been contacted in the past who expressed possible future interest; 1 candidate had been contacted and was interested. Board discussed candidate and approved for membership on the board.

Justin Reid was nominated by Mary Tasz on behalf of the nominating committee and all members have received notice of his nomination.

Motion to approve Justin Reid as Director at Large to the Algoma NPLC board of directors

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

All in Favour – carried

Quality Committee – meeting set for December 9th. Board reviewed Terms of Reference and approved changes. The committee will be reviewing the QIP and board policy as indicated above.

Leadership Team Report:

1 significant personnel issue to report; board discussed this in-camera.

A few highlights from the report are:

- Clinic Values have been posted throughout for easy reminders for staff
- Individual hired for RN/NP position has passed provincial licensing exam and will start in the NP role on December 9th.
- Performance appraisals completed for all staff Nov 11-13th. Follow up (as necessary) is in progress.
- 5 staff attended SAH Mental Health Symposium – one day training

Good News Stories

“As I am the first 4th year nursing student and the first Lakehead University nursing student to take part in a placement at this location, I would like to acknowledge that this placement far exceeded my expectations and provided me with an exceptional learning experience. I enjoyed working and learning with the interdisciplinary team”

The full report is attached to these minutes.

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Business Arising

Finalize Dashboard/KPI's – deferred to January; leadership team to finalize and bring to board for approval

Policies for Review – none at this time

New Business

Board/Staff Christmas Tea – date has been set for December 18th from 11am to 1pm at the clinic.

Adjournment:

Motion to adjourn at 1950 hours by J. Feagan

Next meeting: **January 27, 2013**

Recording Secretary: _____