

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

November 9, 2021

Time: 6:00pm

Delta Hotel and Conference Centre – Etienne Brule A

Present:

Doug Abbott

Deborah Graystone

Kay Vallee

Susan Schikofsky

Terry Scott

Lyndsay Suurna

Staff:

Dominic Noel

Ashley Gearing

Regrets:

Lil Silvano

Call to Order at 6:05pm.

Call for Expressions of Conflict of Interest

Kay Vallee declared a conflict of interest when discussing Sault College expansion as this is her employer.

Approval of Agenda

Motion to approve the agenda.

Seconded and Carried.

Approval of Minutes

Motion to approve meeting minutes from:

General Meeting Minutes – October 12th, 2021

Finance Committee Meeting Minutes – November 5th, 2021

Seconded and Carried.

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Chair's Report

Kay has offered to provide education on indigenous affairs as foundational information. This will be in the form of 15-minute presentations at the next several board meetings. Kay will endeavour to provide the board a documentary on indigenous culture as a starting point.

Doug inquired if the newly in effect Ontario Not-For-Profit Corporations Act will affect the organization. Dominic advised some webinars will be attended to further investigate how this will impact the clinic and what changes are required to ensure we are compliant with the change in legislation.

Doug reviewed the questions board members put forth regarding the Algoma OHT from the Board of Directors Memo. Dominic discussed answers to the questions put forth. Some highlights of this discussion were as follows:

- 1) The Algoma OHT will be participating in a board engagement event in early 2022. Following the event, a schedule for board engagement will be developed based on the feedback.
- 2) The AOHT is working on shared QIP indicators such as access to care. Some of the organizations are not required to submit or participate in QIP therefore working on ways to develop tracking mechanisms.
- 3) Funding for the AOHT is for support and development of initiatives all members agree upon such as the Wellness Bus. Each organization remains autonomous in their funding structures.

Executive Director Report.

The October Executive Director Report and Dashboard Report were presented.

Dominic highlighted the following:

1. HR: New medical receptionist has joined the clinic. The permanent NPs currently on maternity leave have advised they plan to return to the work September of 2022. Disengaged employee remains unchanged and still not affecting the other staff.
2. Policy Review: Three clinic policies were discussed; Banked/Lieu Time Policy, Hours of Work Policy and COVID-19 Vaccination Policy. No concerns from board members, not required to vote.
3. Capital Expansion: Dominic reviewed Sault College floor plans from IDEA. Some feedback was provided and will be meeting again to follow up and further discuss.

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Board members discussed a meeting with Ross Romano to request further advocacy for our clinic's expansion. Dominic will provide cost analysis/differential on each of the options/sites to the board and this will be sent to the contact at Ross Romano's office to help with advocacy.

4. Strategic Planning: Jody is secured for the Strategic Planning session, still need to decide on a meeting date. Online scheduling funding is available however remains temporary, only for 2 years. Advocacy for extending funding permanently is ongoing.

Treasurer's Report

The financial reports for periods up to and ending August 31st, 2021 were presented via a report as Lil was unable to attend the meeting. Board members reviewed the report and had no concerns.

Motion to accept the Treasurer's Report.
Seconded and Carried.

Alliance for Health Communities Board Liaison

Susan gave an overview of her meeting with the Alliance. The board-to-board report will be available for next board meeting. Susan gave a reminder that the resolutions are due in December and inquired if there were any proposals from the board to bring forward. Another reminder that all board members have the ability to access the Alliance website, the link and instructions, can be found in the board portal under professional development resources.

Governance Committee Report

Susan discussed the work the Governance Committee was doing on some policies. Followed up on the request from the previous board meeting to investigate if the board had an attendance policy. Discussed making a change to include the RSVP for dinner meetings and the zoom meeting possibilities, it was decided to leave the policy as is and revisit as required.

Reviewed proposed changes to the recruitment and selection of board members policy 2011-08. Some discussion around the proposed change of the final sentence, removing the restriction of retaining an NP on the executive committee and or the board. Board members shared opinions of the importance of having a NP perspective on the board and will try to include them on the executive committee. Discussed the importance of having this

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alternative perspective for the purposes of advocacy. Reviewed the contrast between the NP model and the MD model. It was decided to make no change to the policy and defer back to Governance for review.

Discussed the proposal of eliminating the unity of control policy 2016-02. Reviewed the policies redundancies. Board members agreed to the elimination of this policy.

OHT Update

Dominic provided an update from the last Algoma OHT leadership council meeting, minutes included in the meeting documents. Highlights are as follows:

- 1) AOHT consulting with legal representation with a focus on health to provide guidance on safely sharing health information.
- 2) Applying for funding for mental health and addictions project.
- 3) Progress with current initiative regarding post falls for the elderly.
- 4) Possibility of permanent care coordinators within primary care organizations.

Adjournment at: 7:37 pm

Next Meeting: January 11, 2022

Board Meeting Evaluation

1. Was this a good use of your time? - Yes
2. What did we decide?

Doug Abbott, Board Chair

Date of Approval