

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

May 18, 2022

Time: 6:00pm

Sault College Room L1120

Present:

Doug Abbott
Terry Scott
Lil Silvano

Lyndsay Suurna
Kay Vallee

Susan Schikofsky
Deborah Graystone

Staff:

Dominic Noel

Ashley Gearing

Call to Order at 6:14pm.

Call for Expressions of Conflict of Interest

None declared.

Approval of Agenda

Motion to approve the agenda as presented.
Seconded and Carried.

First Nations Training Presentation

4 Seasons of reconciliation module 5 “Residential Schools” slide show presented by Kay Vallee. Some main highlights from the presentation are as follows:

1. Reviewed the residential school system went on for 160 years, from the early 1830s to 1996.
2. The children who attended the residential schools suffered abuses of the mind, body, emotions and spirit.
3. Reviewed the residential school system for Inuit Nations and the Metis Children.
4. Discussed a brief history of residential schools including the odds of dying for children in residential schools being 1 in 25 compared to the odds of dying for Canadians serving in WWII being 1 in 26.
5. The last federally administered Residential School closed in 1996.

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6. Residential school systems caused intergenerational trauma.

Approval of Minutes

Motion to approve meeting minutes from:

General Meeting Minutes – April 13th, 2022

Finance Committee Meeting Minutes – May 10th, 2022

Seconded and Carried.

Executive Director Report.

The April Executive Director Report and the Dashboard Report were presented.

Dominic highlighted the following:

1. HR: NP on maternity leave will be returning to the clinic as part time 0.6 and contract NP has agreed to cover the remaining 0.4. This contract NP has a lot of very useful experience and knowledge that will greatly impact the clinic. The RN has resigned and recruitment for this position has begun.
2. OHT: A new Director of Transformation has been hired.
3. MOH Announcements: Required paperwork was submitted on April 30th, 2022.
4. Staff Engagement Survey: Results were overall very positive. Any of the lower scoring questions/answers will be discussed at the next team meeting.
5. Strategic Plan: Updates available on the ED report. Online scheduling in the form of Accuro Engage is being trialled for 3 months to assess patient and staff satisfaction. Phlebotomy services has begun and is going well.

Discussed the Annual Operating Plan submission. Dominic will be requesting an extension from the Ministry representative and will review the AOP prior to submission at the next board meeting.

Board members were inquiring about the status of the new Strategic Plan. It should be ready and reviewed at the next board meeting.

Dominic reviewed the need for a motion to allow the change to the NP hiring package, to part time, from the Financial Management Policy. This will allow the clinic to accommodate the maternity leave NP to return to work at 0.6 and the Contract NP to cover the remaining 0.4. Board members discussed the rationale for splitting the position.

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Motion to amend the one full time NP position into one 0.6 and one 0.4 FTE, beginning in September 2022.

Seconded and Carried.

Treasurer's Report

The financial reports for periods up to and ending March 31st, 2022 were presented. Year end surplus was \$30,371. This is due to the vacancies and the decreased costs of benefits due to the Contract employees. Additional notes discussed in the financial committee meeting minutes. Some discussion regarding the surplus being recoverable by the Ministry.

Motion to accept the Treasurer's Report.

Seconded and Carried.

Governance Committee Report

The Standing Committee evaluations were due to be discussed at this meeting however no results were submitted. It was decided that the evaluation will be done via Google Forms and distributed by Ashley and the results will be reviewed at the next board meeting.

Additionally, it was discussed that the individual board member self evaluation will be also done via Google Forms and be distributed by Ashley.

The Governance training from Alliance is still pending as we are waiting on the instructions from the Alliance representative. Once these have been received the instructions and link will be provided to the board.

Alliance for Health Communities Board Liaison

Susan reviewed a summary of the Alliance meeting that occurred April 27, 2022. A list of items for voting on was discussed. The board members had strong feelings about some of the items up for vote. The access to Primary Care in rural, small urban and remote communities was an example of the resolution that the board strongly agreed with.

Nominating Committee Report

Terry advised she was able to contact Stephen Hussey to inquire if he is interested in retuning to the board once completion of daughter's contract with the clinic. He replied he

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was interested but advised concerns of his teaching schedule conflicting with the board meetings. Board members assume that he is not interested in returning to the board.

Terry provided the completed board application and resume for Lisa Bumbaco. Board members reviewed and discussed her experience. It was agreed that Lisa would provide good experience to the board. Lisa will be invited to attend the board meeting following the AGM. Ashley to provide Terry details to provide to Lisa.

Motion to appoint Lisa Bumbaco as a member of the Algoma NPLC Board of Directors.
Seconded and Carried.

Adjournment at: 7:36 pm

Next Meeting: June 7, 2022 at 5:00pm

Board Meeting Evaluation

1. Was this a good use of your time? - Yes
2. What did we decide?
 - A. Motion to amend the one full time NP position into one 0.6 and one 0.4 FTE, beginning in September 2022.
 - B. Motion to appoint Lisa Bumbaco as a member of the Algoma NPLC Board of Directors.

Doug Abbott, Board Chair

Date of Approval