

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

January 12th, 2021

Time: 5:00pm

Zoom Conference Call

Present:

Doug Abbott	Brenda Warnock	Terry Scott	Lil Silvano
Christena Laitinen	Stephen Hussey	Susan Schikofsky	Lyndsay Suurna

Staff:

Dominic Noel	Ashley Gearing (Recording Secretary)
	Jennifer Dickson (Recording Secretary)

Call to Order at 5:05pm.

Call for Expressions of Conflict of Interest

None declared.

Approval of Agenda

Motion to approve the agenda.

Seconded and Carried

Approval of Minutes

Motion to approve meeting minutes from:

General Meeting Minutes November 10, 2020

Governance Committee Meeting Minutes December 2, 2020

Seconded and Carried

Chair's Report

The Board Chair requested Board Members complete, before the next board meeting, the Board Chair evaluation available on-line on the portal and send to Ashley or Jennifer. This process will ensure anonymity.

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Executive Director Report.

Dominic presented the Executive Director Report and the November & December Dashboard Report. Dominic introduced the new Office/HR Administrator (replacing Alana) – Jennifer Dickson.

Dominic clarified that staff is learning how to data-mine in Accuro to receive more accurate statistics so there are some slight number adjustments. We now have 2 upcoming maternity leaves.

In Camera Session at 5:18pm. Back in meeting at 5:36pm.

The Chronic Pain Initiative completed it's first group and initial feedback is positive. Holding it virtually has not had a negative effect. Still waiting for experience surveys to be received.

Covid-19 Update

Dom clarified the province-mandated locked announced earlier today. Staff is encouraged to see patients virtually or by telephone whenever possible. He is part of a group that will be approaching the MOHLTC to advocate primary care involvement in the immunization efforts.

OHT Update

The OHT Sub-Group is moving forward with the Community Outreach Wellness Bus. The NPLC's involvement would be to apply for funding for a full-time NP that would be strictly dedicated to this project. Hoping to have this project go live in about 6-12 months. Chair spoke on the frustration with the OHT, in their lack of communication with our board. Dominic said that the OHT was aware of this problem. We have complained about this before and officially wrote them a letter expressing our disappointment.

Treasurer's Report

Stephen discussed the October & November Financial Reports.

Clarified the Capital Expansion Project expenses. If this project is approved all funding will be tracked separately.

Motion to approve the October & November financial Reports.

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Seconded and Carried.

The Finance Committee met with the book keeper (Plastino's office) via Zoom on January 5th. Discussion regarding the possibility of making another donation to SAH. Some discussion regarding how to handle the current balance in the clinics bank account.

Motion to invest \$153, 000 in a short term GIC and financial committee to decide where this will be invested at a later time.

Seconded and Carried

Reports from Committees

Strategic Planning: A traditional retreat/conference regarding the Strategic Plan is not possible due to the pandemic. Brenda will research options through Alliance for Healthier Communities.

Nominating: Currently no vacancies. Board to review the matrix on the portal to see what skills are needed, including Indigenous & French diversification.

Governance: Brenda reviewed the addition of a table of contents to the board portal. This will assist members in navigating the portal and help locate important documents for board use. Some items are requiring updating and as a result signatures of the board members are required. Ashley will be sending the board members documents to sign via Docusign due to the pandemic. Brenda provided an overview of what resources are available online at Alliance for Healthier Communities (allianceon.org). A short presentation of the layout and terms was conducted. She also pointed out that a motion of support is needed, and will be discussed at the next board meeting.

Capital Expansion: Dominic provided an update and presentation on the top 4 sites including, 145 Old Garden River Road (Old Sault Star Building), 405 Queen Street East (Old CAS Building), 974 Queen Street East (Medical Centre/Dr. Shames's Office), 264 McNabb Street (Dr. Berg's Clinic/Superior Sleep Centre). We are waiting for detailed information from the architect. Dominic reviewed the cost of retrofitting, the square

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footage and the rent costs of each location. All of the options are comparable. Dominic is meeting with the MOHLTC representative later this week to ensure additional funding will be received for the increase in lease costs in the new building.

Buildings	Square Feet	Renovation Cost	Pros and Cons	Rental Cost (\$ per Sqfoot)
145 Old Garden River Road (Old Sault Star)	6100 sq feet	\$1,109,754	public transport, 1 floor, close to SAH, accessible, parking	<ul style="list-style-type: none"> • \$17.50 year 1-5 • \$18 year 6-10 • \$18.50 year 11-15 • \$19 year 16-20 (all inclusive)
405 Queen Street East (Old CAS)	6170 sq feet	\$1,068,448	public transport, concerns: neighborhood safety, parking, FHT very close	<ul style="list-style-type: none"> • \$18 year 1-5 • \$19.50 year 6-10 (all inclusive)
974 Queen Street East (Medical Centre/Dr. Shames's Office)	6078 sq feet	\$1,054,000	public transport, 1 floor, parking, some concerns re: neighborhood	<ul style="list-style-type: none"> • \$17 year 1-5 • \$19 year 6-10 (all inclusive)
264 McNabb Street (Dr. Berg's Clinic/Superior Sleep Centre)	5923 sq feet	\$1,352,000	public transport, parking, close to SAH, relationship building with Dr Berg concerns: 2 floors, most expensive option i.e rent and construction	<ul style="list-style-type: none"> • \$19 for the 10 year lease (base rent + CAM)

Considering the ongoing pandemic, the board will continue meeting via zoom until further notice.

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Adjournment at: 6:52pm

Next Meeting: Tuesday February 9th, 2021

Doug Abbott, Board Chair

Date of Approval