

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

March 9th, 2021

Time: 6:00pm

Zoom Conference Call

Present:

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

Staff:

Dominic Noel Jennifer Dickson (Recording Secretary)

Call to Order at 6:03pm.

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 February 9th, 2021

Seconded and Carried.

Finance Committee Meeting Minutes February 2nd, 2021

Seconded and Carried.

Governance Committee Meeting Minutes March 1st, 2021

Seconded and Carried.

Chair's Report

The Board Chair thanked the Board for permitting the change in meeting time from 5:00pm to 6:00pm. Board Chair also noted that a new treasurer nomination will not be needed.

Algoma

Nurse Practitioner-Led Clinic

Executive Director Report.

Dominic presented the Executive Director Report and the February Dashboard Report. New patients in February was 27 with a regular goal of 36.

Recruitment for 2 NP positions is in progress. A temporary RN has been hired and started on March 1st, 2021. We were unsuccessful in recruiting a temporary RSW at this time. New funding has been received but has a deadline of March 31st. We are waiting to see if the MOH will allow a longer timeline.

Dominic was advised by the MOH that our capital expansion plan will not be approved because we can't afford the increase in operating costs within our existing budget. Dominic has reached out to local partners to advocate with us. Sudbury NPLC had the same problem and decided to take the funding for a clinician to pay for their increased costs of a new location. We have had no increase in funding since 2011. Our current physical space does not meet the MOH requirements. We could afford the increase in operating expenses if the MOH canceled the budget reduction of \$63,000. Dominic will continue to meet with MOH staff to plead our case. The Board verbally endorsed their support.

The Board was shown sample pages of what the updated website will look like.

The clinic's insurance is being renewed this month. The Board Chair expressed concern over what coverage we have regarding future HR difficulties. He will investigate further. Staff to confirm what coverage we have for Covid-19 situations.

Motion to approve Insurance Renewal with Algoma Insurance Brokers, with Option 2 for the Cyber Protection.

Seconded and Carried.

Covid-19 Update

Staff has participated in the first Mass Immunization Clinic this past weekend at GFL Memorial Gardens. Algoma District is in the yellow stage. Maximum number of patients that can be seen in the clinic is now 25/day. A rapid test analyzer and test kits have been purchased to protect our work force.

Algoma

Nurse Practitioner-Led Clinic

OHT Update

Dominic provided an update through the Annual Plan which will be added to the Board portal.

Governance Committee Report

Brenda presented 5 policies for consideration.

Policy 2011-01 will be returned to the committee with some wording suggestions.

Motion for Policies 2011-02, 2011-03, 2011-04 to be accepted and Policy 2011-09 will be deleted.

Seconded and Carried.

Alliance for Healthier Communities provides a Board-to-Board Report each month.

Brenda will forward that report to everyone. Their annual conference will be held virtually on Wednesday June 16th & Thursday June 17th "Power in Community".

Treasurer's Report

The Finance Committee met with the book keeper (Plastino's office) via Zoom on March 2nd. Stephen discussed the January Financial Report. As expected.

Motion to approve the January Financial Report.

Seconded and Carried.

Reports from Committees

Strategic Planning Committee

Lyndsay and Dominic to review current strategic plan and explore the possibility of extending the current plan by 1-2 years (current date is 2019-2022). It is ideal to meet in-person for this project; however, this isn't possible with the existing pandemic. Possibility of deferral discussed as well.

Finance Committee

Motion to approve Michael Plastino CPA as the bookkeeper until fiscal year-end 2023.

Seconded and Carried.

Surplus Management update was provided by staff.

Algoma

Nurse Practitioner-Led Clinic

Budget Forecast update was provided by staff.
Motion to keep \$7,000 as a 'buffer' in the current budget.
Seconded and Carried.

Nominating Committee

2 Board members are reaching the end of their term this year. Christena advised she has been approached by a former board member who is interested in volunteering on the board again. The nominating committee is actively looking for potential candidates.

In-Camera session began at 8:00pm. Returned at 8:17pm.

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

Adjournment at: 8:20pm
Next Meeting: Tuesday April 13th, 2021.

Doug Abbott, Board Chair

Date of Approval