

Algoma

Nurse Practitioner-Led Clinic

Board of Directors General Meeting Minutes

June 18, 2024

Time: 6:30pm

Sault College – A1050

Present:

Terry Scott

Ryan McLeod

Lisa Bumbaco

Deborah Graystone

Paul Cassan

Regrets:

Susan Schikofsky

Doug Abbott

Staff:

Dominic Noel

Valarie Alliet

Call to Order at 6:32pm.

Call for Expressions of Conflict of Interest

None declared.

Approval of Agenda

Motion to approve the agenda as presented as amended to include and update on the Group Health Care de-rostering patients and how that is affecting the clinic.

Moved by Lisa Bumbaco, Seconded by Debbie Graystone and Carried.

Approval of Minutes

Reviewed meeting minutes from:

1. General Meeting Minutes – May 21, 2024
Moved by Ryan McLeod, Seconded by Lisa Bumbaco and Carried.
2. Finance Committee Meeting Minutes – May 3, 2024
Moved by Ryan McLeod, Seconded by Lisa Bumbaco and Carried.

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3. Finance Committee Meeting Minutes – June 7, 2024.
Moved by Ryan McLeod, Seconded by Lisa Bumbaco and Carried.

Chair's Report

Theresa provided her report during the Annual General Meeting. Nothing further to report.

Executive Director Report.

The May Executive Directors Report was presented by Dominic.

Dominic highlighted the following:

1. Lyndsay Suurna is working for the summer and is covering Juli's patient roster.
2. The next OHT is June 32
3. The Group Health Center is opening an episodic NP clinic; however, recruitment continues to be the biggest issue for them.
4. There is a new clinic in town, Great Lakes Walk-In Clinic, Dominic indicated that the management at this facility were a struggle to work with.
5. The Ministry of Health provided an update on compensation for staff, and they indicated that they were not looking to discuss until possibly 2025. Dominic also updated the board that the Expression of Interest has the potential to be re-assessed in 2025 as well.
6. Staff training compliance rate is good.
7. Dominic provided an update on the Capital Expansion project that discussed the current location on Queen Street and the possible second location on Second Line. The Queen Street location still requires the cost assessment from BTY the cost for this is estimated at \$2,500.00 and still needs an HVAC and asbestos assessment. There is no current vendor, but the anticipated cost of these assessments is around \$5,000.00. There is approximately \$84,000 left in the planning grant. The Second Line location is the previous Re-Store location and the cost per square foot is \$13, which is very good compared to market costs. Most staff prefer this neighbourhood. The Re-Store ticks more boxes that the ministry requires for a capital expansion project. It is the main floor of the building and one level, there is parking and it is near a bus stop. The Scope analysis for the Re-Store is estimated to cost around \$25,000 to meet where the clinic is currently with the Queen Street location in terms of the process. Estimated time frame for the new location is 3-5 months to complete the initial steps. The Board of Directors agreed to pursue both locations.

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8. The challenge with the Group Health Center episodic NP clinic is that most NP's currently have full time already and Dominic does not foresee the NP's leaving their positions for the same rate. The rate for an NP at GHC is \$60-62/hour. There has not been a lot of interest from inside the community. Dominic expressed the fear that there would be an issue of burn out for the NP's. Dominic does not foresee the loss of staff happening at the clinic.

Treasurer's Report

Ryan reviewed the financial statements through to April 30, 2024.

1. There was nothing major to report.
2. The only thing of note was the slight overage in payroll due to wage accrual

Motion to accept the Financial Statements for the periods up to and ending April 30th, 2024.
Moved by Lisa Bumbaco, Seconded by Paul Cassan and Carried.

Alliance for Healthier Communities Board Liaison Report

Nothing further to report currently.

Finance Committee Report

Nothing further to report currently.

Governance Committee Report

Nothing further to report currently.

Board Evaluation Results are going to be resent and will be discussed in September.

Nominating Committee

Two new members will be joining the board in September.

Adjournment at: 7:46PM

Next Meeting: September 17, 2024, at 5:45pm

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Board Meeting Evaluation

1. Was this a good use of your time? Yes.
2. What did we decide?
 - A) No uncommon motions made.

Theresa Scott, Board Chair

Date of Approval

DRAFT