

Algoma

Nurse Practitioner-Led Clinic

Finance Committee Meeting Minutes

Date: September 13, 2024

Attendees: Sherri Reynolds, Dominic Noel, Valarie Alliet, and Ryan McLeod

Regrets: Stephen Hussey

Review of Financial Statements for July 2024.

Items of note as follows:

1. Income was relatively the same as previous months.
2. \$7,131 for capital expansion project. This is taken from the capital expansion funding and does not affect the deficit.
3. Wages were increased from prior months. This is due to Joena continuing with her contract work as well as the duplication of roles between Ashley and Valarie, as well as Emily and Stefanie. Dominic will review and manage subcontractors going forward. Joena has been helpful in assisting with filing for the clinic. Previous to Joena joining the clinic there was a delay in the clinicians receiving information. This showed that there was a need for this kind of administrative support. However, there is no funding from the ministry for this position. Re-evaluation of roles and requirements will need to be discussed before determining the continuation of this position. There is no further duplication of roles continuing in the coming months. The increase is also accounted for due to wage accruals. No additional permanent hires will help the clinic to maintain a surplus. Juli Briglio is not working in the month of September and Lyndsay Suurna's last clinic is next week. We are still meeting the patients needs while reviewing the ability to retain subcontractors.
4. Auditor was a one-time payment for the annual audit. This was an increase to the month which contributed to the deficit.
5. Special cleaning project is something that happens twice a year and contributed to this month's deficit as well.
6. IT is a bit higher than previous years. Dominic will review the costs and see if there is anything that can be done to reduce costs.

Next Meeting: October 4, 2024, at 9:30am.