

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Board of Directors General Meeting Minutes**

October 15, 2024

Time: 5:45pm

Sault College – L1120

#### **Present:**

Terry Scott

Ryan McLeod

Stephanie Caughill

Susan Schikofsky

Paul Cassan

#### **Regrets:**

Dan Missere

Deborah Graystone

#### **Staff:**

Dominic Noel

Valarie Alliet

**Call to Order at 5:59pm.**

#### **Call for Expressions of Conflict of Interest**

None declared.

#### **Approval of Agenda**

Motion to approve the agenda as presented.

Moved by Paul Cassan, Seconded by Ryan McLeod and Carried.

#### **Approval of Minutes**

Reviewed meeting minutes from:

1. General Meeting Minutes – September 17, 2024  
Moved by Susan Schikofsky, Seconded by Ryan McLeod and Carried.
2. Finance Committee Meeting Minutes – October 4, 2024  
Moved by Ryan McLeod, Seconded by Paul Cassan and Carried.
3. Capital Expansion Meeting Minutes– October 11, 2024  
Moved by Theresa Scott, Seconded by Ryan McLeod and Carried.

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Chair's Report**

Theresa informed Paul that she extended the opportunity for members to change committees at the previous meeting. Paul agreed to continue on with the Governance Committee and will be leaving the nominating committee and instead move to HR Committee.

### **Executive Director Report.**

The September Executive Directors Report was presented by Dominic. Dominic highlighted the following:

1. The overall pulse of the clinic is good overall. There was some recent tension in the pulse but before that it was good.
2. Lyndsay Suurna has paused her contract work with us until 2025.
3. Alaina Harten has resigned from her contract with the clinic and there will be no exit interview due to the situation.
4. Capital Expansion update was provided. Dominic had the opportunity to meet with the ministry representative after the last Capital Expansion Committee meeting. Notes from that meeting were provided to the board by Terry through email. The ministry representative will send the documents to the Capital Branch and an expected response within two weeks. The Re-Store location has become the preferred site which was confirmed on the meeting as well.
5. Dominic provided an update on MOH. The most recent meeting with the Family Health Team and the PR firm that is helping with advocacy for funding. The message was not encouraging as they indicated that primary care was not a priority in terms of funding. This puts the clinic in a difficult position with support staff. The hope is that the Nurse Practitioners do not leave the clinic for locations with better funding. The biggest gap in wages is for the RN position. Dominic was unable to confirm if the \$25,300 will be renewed but there is a hope that we will have a more definitive answer by the end of this year.
6. There is still some training missing. Dominic is hopeful that we will be in better shape by the end of the year.
7. The target for each of the NP's is to have 800 patients each. To allow for the ability to intake unattached newborns at a rate of 5 per month the intake of other patients was paused. With the new NP that started at the Group Health that will be intaking unattached newborns, the need for the clinic to continue taking newborns is not anticipated to continue in the new year. Dominic informed the board that when Sara

## Algoma

### *Nurse Practitioner-Led Clinic*

Rocchetta returns from her maternity leave, he would like to reduce his case load to 450 patients as the workload is not sustainable for him as Executive Director in the long run.

8. OAB there is not much change. Additional advertising for online booking is anticipated in the near future. Information on how many patients book online will be provided at the next board meeting. Dominic announced that the OH confirmed funding for OAB for 2025-2026.

### **Treasurer's Report**

Ryan reviewed the financial statements through to August 31, 2024.

1. The clinic is currently running in a deficit.
2. The anticipated surplus should be seen in September or October financials.
3. There are no concerns at this time. It is better to spend now and not have as high of a surplus at the end of the year.
4. Dominic agreed to think of items to spend additional funds on should the government give a large sum of money near the end of the fiscal year.

Motion to accept the Financial Statements for the periods up to and ending July 31, 2024.  
Moved by Susan Schikofsky, Seconded by Ryan McLeod 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.

There will be a meeting in November to update policies and they will be discussed at the January board meeting.

# Algoma

## *Nurse Practitioner-Led Clinic*

### **Nominating Committee**

There is an interested HR representative Grace Bernardo from McDougall Fuels. Susan will provide her with the application and will update the board accordingly.

**Adjournment at: 7:06PM**

**Next Meeting: November 19, 2024, at 5:45pm**

### **Board Meeting Evaluation**

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

---

Theresa Scott, Board Chair

---

Date of Approval