

Northern Neighbours

Nurse Practitioner-Led Clinic

**Northern Neighbours NPLC
Board Meeting
Wednesday, December 13, 2023
Northern Neighbours NPLC Board Room**

PRESENT:

| | |
|--------------------|---|
| Charles Alderson | Chair NNNPLC Board Room |
| Lynne Thibeault | Secretary via video conference |
| Patricia Anglehart | Treasurer via video conference |
| Carolyn Burton | Clinic Administrator NNNPLC Board Room |
| Arlene McCorry | Clinic Lead NP via video conference |
| Stefan Chery | Director via video conference |

Regrets: Crystal Pirie, Director
Tina Forsyth, Director attempted to join but could not due to technical difficulties.

RECORDER: Carolyn Burton

Meeting called to order at 6:37 pm EST

1. Housekeeping

1.1. Approval of agenda:

Motion to approve agenda.

Moved by: Lynne
Seconded by: Patricia
Carried

1.2. Declaration of Conflict of Interest:

No conflict of Interest declared.

1.3. Review and Approval of Minutes of previous meeting:

Motion to accept the November 08,2023 Minutes.

Moved by: Lynne
Seconded by: Patricia
Carried

1.4. Q2 Report

This item was deferred from the November 08, 2023, meeting. The Chair opened the floor for discussion and questions:

A query regarding the shortage in Human Resources was addressed. In September 2023, we procured the services of a locum NP at a rate of \$90.00/hour, which is much higher than the hourly rate of a F.T.E. As there was some overlap before Arlene retired, there was a period where the NNNPLC employed three (3) NPs.

The query regarding “fixed” numbers was addressed (mostly around the IT expense). These expenses are static because they are subscriptions, i.e., Microsoft Office, Alarm Security, Hydro One equal billing, and IT support. These expenses generally only change (increase) when the subscription is renewed. In the case of Microsoft adding a new user will also increase the monthly fee.

Moved by: Lynne
Seconded by: Patricia
Carried

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1.5 Board Resolution for Algoma OHT

This item was deferred from the November 08, 2023, meeting.

Carolyn reported that we have received an invitation to attend a virtual Health System Provider/Partner Meeting for the Ontario Health North East and North West Regions hosted by Ontario Health Chief Regional Officer, Brian Kytort. Information will be provided on respiratory trends, health human resources, Ontario Health Teams, and primary care. Arlene was asked to share the invitation with the NNNPLC's Board of Directors.

A discussion regarding which OHT would benefit the NNNPLC's patients ensued. All agreed that it would be prudent to attend the webinar before a decision is made. Board Resolution for the Algoma OHT will be deferred to the January 10, 2024, board meeting.

1.6 Consent Agenda: No consent agenda items for this meeting.

1.7 Administrative/Board Mandatory Item Check List: A review of the November 08, 2023, check was completed at the November 08, 2023, meeting. As there was no request to move and approve this report, a motion was made at the December 13, 2023, meeting.

Moved by: Lynne
Seconded by: Patricia
Carried

The Board Mandatory Item Check List was reviewed for the December 13, 2023 meeting (attached). Only new item was that we received was our funding letter from Ontario Health. The letter was addressed to Shawn Dookie. Carolyn circulated the email from OH that stated Charles' signature was sufficient even though the letter remained addressed to Shawn. Lynne asked if the funding remained the same. Carolyn confirmed there were no changes to our funding.

Moved by: Lynne
Seconded by: Stefan
Carried

1.8 Amended By-law Status: Application to become a registered charity. This item was deferred to the December 13, 2023, Board Meeting.

Carolyn had a meeting with the Administrative Lead from Muskoka (he hosted the registered charity presentation). Although he wasn't aware of the funds being recoverable if you are not registered as a charity he did caution about the additional work. Chuck suggested applying to Ontario Health to seek to retain the HST rebate. Carolyn stated that she will pursue applying to retain the HST rebate and forego application to become a registered charity.

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2. Business:

2.1. Board Member Vacancy:

Currently, there is a board vacancy for a director (voting member) that will represent Netmizaaggamig Nishnaabeg. However, because it is a board member position, the application process will be followed and the NNNPLC Board of Directors ultimately approves a candidate's director application. The Chair pointed out that out of all the entities/organizations that provide healthcare services to Netmizaaggamig Nishnaabeg, the NNNPLC is the only organization striving to attain voting representation from a member of their community (whether they live in Netmizaaggamig Nishnaabeg or in the area).

The concern is that the position has been vacant since Shelly Livingston stepped down in July 2023. Advertising, networking, and encouraging individuals to apply has been successful in the past. The Board Chair recommended that, in the event we received an application from a member of Netmizaaggamig Nishnaabeg, we approach Chief and Council and ask if they would provide a recommendation for this applicant. We seek endorsement but the NNNPLC Board of Directors approve or disapprove application(s).

Contrary to the requirements to apply for a board member position is the liaison representative for either community. The liaison position is appointed by the leadership of each community. The role is a non-voting role and attendance at meetings is limited to the agenda item specific to each respective community liaison (they do not attend the entire meeting).

2.2. **Professional Development:** No news under professional development.

2 Task List

| Task | Owner(s) | Deadline | Status |
|--|-----------------|----------|--------|
| Netmizaaggamig Nishnaabeg Board Member recruitment | Carolyn/Charles | ASAP | |
| Circulate OHT webinar invitation to Board Members | Arlene | ASAP | |
| | | | |

3 Next Board Meeting.

Regular Board Meeting Wednesday, January 10, 2024, at 6:30 pm

7. Adjournment. 7:43 pm