

Northern Neighbours

Nurse Practitioner-Led Clinic

**Northern Neighbours NPLC
Board Meeting
Wednesday, January 10, 2024
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
Crystal Pire	Director via video conference
Tina Forsyth	Director via video conference

Regrets: Stephan Chery, Director

RECORDER: Carolyn Burton

Meeting called to order at 6:33 pm EST

1. Housekeeping

1.1. Approval of agenda:

Motion to approve agenda.

Moved by: Patricia.
Seconded by: Charles
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 December 13, 2023 Minutes.

Moved by: Patricia
Seconded by: Charles
Carried

1.4. Board Resolution for Algoma OHT

This item was deferred from the November 08, 2023, meeting and the December 13, 2023 meeting. The Chair opened the floor for discussion and questions:

Subsequent to the November 08, 2023, and the December 13, 2023 meeting, the NNNPLC was invited to attend a virtual Health System Provider/Partner Meeting for the Ontario Health North East and North West Regions. This invitation was shared with the NNNPLC Board of Directors.

The Clinic Administrator; Lead Nurse Practitioner; Lynne Thibeault, NNNPLC Director; and Patricia Anglehart, Director attended the session. A brief discussion ensued; highlights of the discussion were as follows:

- Choosing an OHT to join is generally determined by the medical pathways used by the majority of the patients. In the case of the NNNPLC, 80% - 95% of patients access the Algoma pathways.

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- An organization can always opt to join multiple OHTs or opt to change their OHT membership at any time.
- The Netmizaaggamig Nishnaabeg Health Centre has joined the Thunder Bay OHT, this may present an opportunity to share information between the districts. Especially considering that patients of the NNNPLC reside in the communities of White River and Netmizaaggamig Nishnaabeg. *And*
- Choosing an OHT at this time is not urgent, but at some point, membership will be mandatory. There is education to be gained by joining an OHT at these early stages.

A motion for the NNNPLC to become a member of the Algoma OHT was presented to the floor.

Moved by: Charles
Seconded by: Lynne
Carried

1.5 Consent Agenda Items: (none)

1.6 Administrative/Board Mandatory Item Checklist:

The Clinic Administrator highlighted the following checklist items:

1. Under “External Changes, MOHLTC/funding updates” Carolyn relayed that she had received approval to retain the HST rebate, in the amount of \$16,343.78 from the Ontario Health representative. This amount is no longer recoverable by the MOHLTC and will be added to the General Overhead Budget.
2. Carolyn also reported, under “Staffing Workload”, Mandy, the FTE NP is currently on Maternity Leave. Also, the reception position has been reduced to two (2) days a week. The Administrative Assistant will perform reception duties, along with her other duties, during the days that the receptionist is not in clinic. The decision to reduce this position was to mitigate increased costs of procuring the services of locum NPs.
3. An increase to HR costs as well as reduction to service delivery was realized as a result of our inability to recruit a FTE NP.

A motion was presented to approve the Administrative/Board Mandatory Item Checklist.

Moved by: Lynne
Seconded by: Patricia
Carried

1.7 Governance Reports:

- 1.7.1 Carolyn confirmed that the lawyer was informed that the NNNPLC will not seek to become a registered charity. Carolyn confirmed that she instructed the lawyer to proceed with completion of updating the NNNPLC’s by-laws with the knowledge that the NNNPLC will not pursue becoming 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 Board Chair and the Clinic Administrator will continue to pursue finding a candidate that will represent the NNNPLC's delivery of primary health care to the patients that reside in Netmizaaggamig Nishnaabeg.

2.2. Professional Development:

Arlene reported that the NNNPLC will fiscally support the Counsellor/Outreach worker's efforts to complete her Bachelor of Social Worker. Chrishanna began the program before she was hired at the NNNPLC and has completed half of the program to date. The annual budget for the employee is \$500.00.

2 Task List

Task	Owner(s)	Deadline	Status
Netmizaaggamig Nishnaabeg Board Member recruitment	Carolyn/Charles	ASAP	Ongoing
Circulate OHT webinar invitation to Board Members	Arlene	ASAP	Complete
Proceed with Algoma OHT Membership	Carolyn		

3 Next Board Meeting.

Regular Board Meeting Wednesday, February 14, 2024, at 6:30 pm

7. Adjournment. 7:04 pm