Northern NeighboursNurse Practitioner-Led Clinic

Northern Neighbours NPLC Board Meeting Tuesday, June 8th, 2021 Northern Neighbours NPLC Board Room

PRESENT: Lynne Thibeault Chair via video conference

Patricia Anglehart Treasurer via telephone
Crystal Pirie Director via video conference
Shawn Dookie Director via video conference

Tina Forsyth Director via telephone

Charles Alderson Director *via video conference*Shelly Livingston Director *via video conference*

Arlene McCorry Lead Nurse Practitioner *via video conference*Carolyn Burton Clinic Administrator *NNNPLC Board Room*

RECORDER: Carolyn Burton

Meeting called to order at 7:29 pm est

1. Approval of agenda:

Motion to approve agenda

Moved by: Shawn Seconded by: Pat Carried

2. Declaration of Conflict of Interest:

No conflict of Interest declared.

3. Review and Approval of Minutes of previous meeting:

May 11, 2021, Minutes were reviewed and approved.

Moved by: Tina Seconded by: Pat Carried

4. Standing Items:

4.1 Clinical Report

Arlene updated with regards the virtual appointment by telephone to reduce traffic. There has also been an increase in enrollment.

Northern Neighbours

Nurse Practitioner-Led Clinic

NNNPLC's weekly vaccination clinics continue. While Algoma Public Health determines vaccination distribution to White River, the NNNPLC will continue to administer and coordinate the recipient demographic for the vaccinations. Many 2nd doses are scheduled for the upcoming clinic.

Potential for a social worker and NP student to start in September. The NP student will be working the NNNPLC as an RN student over the summer. A student from Lakehead University NP Program has contacted with interest in doing a placement here.

4.2 Financial Report

The May 2021 Financial Report was presented. The floor was opened for questions.

The NNNPLC will write a letter to the Township of White River regarding the RNPGA funding as discussed during the AGM. Updates on the matter will be sent to the board on a bi-weekly basis.

4.3 Collaboration with Netmizaaggamig Nishnaabeg A presentation has been requested by the Netmizaaggamig Nishnaabeg Chief and Council regarding services provided by the NNNPLC to their community. This task was previously delayed due to the Covid-19 pandemic, Chief and Council are inquiring about the plan moving forward.

4.4 Collaboration with White River Town Council:

No new discussion presented at this time.

4.5 Unfinished Business - Governance Policies:

The Chair reported that the Governance Policies were recently updated and approved. There are no updates for the foreseeable future.

4.5.3 Unfinished Business - Task List

Task	Owner(s)	Deadline	Status
Determine strategic goals and develop strategic plan	Board and ET	June 2021	Ongoing
Presentation for Band and Council	Carolyn	July 2021	Ongoing
Contribution for Annual Powwow	Carolyn	June 2021	Cancelled
Circulate Logo via email for board vote	Carolyn	July 2021	Ongoing
Issue letters to approved board candidates	Carolyn	June 2021	Complete
Issue letters to unapproved board candidates	Carolyn	June 2021	Complete

5. New Business

Northern Neighbours Nurse Practitioner-Led Clinic

A request for proposals was created for roof repairs to the Clinic, 4 tenders were received and reviewed:

- Belisle Builders (Appendix I)
- Triad (Appendix II)
- Flawless (Appendix III)
- Bakers Quality (Appendix IV)

Bakers Quality is recommended by Hugh McCorry (consultant). The in-year reallocation in the amount of \$22,091.50 was approved by Michelle Lisi, Ministry of Health and Long-Term Care.

Motion to accept the repairs to the roof as presented

Moved by: Patricia Seconded by: Shelly Carried

6. Next meeting: September 14th, 2021, 6:00pm

Summer meetings will be postponed. Updates will be sent via email regarding ongoing task items.

7. New Task List Summary

Task	Owner(s)	Deadline	Status
Roof job to be awarded to Bakers Quality	Carolyn	June 2021	
Write letter to White Rive CAO regarding RNPGA funding	Carolyn	June 2021	
Determine strategic goals and develop strategic plan	Carolyn, Crystal, Shawn	July 2021	Ongoing
Insurance questionnaire to new Board Members	Lynne	June 2021	

8. Meeting adjourned at 8:02pm

[Type text] Appendix I

Submitted by Keith Belisle Belisle Builders

CONTRACT REFERENCE #NNCC 20-001.

PROJECT:

1 OFFER

1.1 LUMP SUM PRICE

Having examined the Place of the Work, and all matters referred to in the Instructions to tenders, and the Tender Documents prepared by Northern Neighbors' Nurse Practitioner Led – Clinic. For above mentioned project, we, the undersigned, hereby offer to furnish all Products and labour necessary for the proper completion of the work for the Lump Sum of (Enter in figures and words the amount of the total tender price).

Thirty-Two Thousand Three Hundered Seventy-Three Dollars and Twenty-Once Cents

¹ \$32,373.21

- 1.2 It is understood that the Drawings, Agreement, General Conditions of the Contract, Definitions, specifications, Instructions to Tender's and this Tender Form are all part of the Contract Documents.
- 1.3 Ali applicable Federal taxes and Provincial Soles Taxes are included in the Tender Price.
- 1.4 We enclose herewith the required security, an Agreement to bond form, as required by the instructions to Tender's.

2 ACCEPTANCE

2.1 If this Tender is accepted by the Owner within sixty (60) days of the Tender closing date, and we receive written notice of this acceptance, we will:

Execute the stipulated Price Contract

Complete all work included in the Contract on schedule as follows

[Type text] Appendix II

CONTRACT REFERENCE #NNCC 20-001.

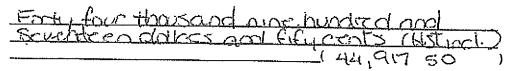
Submitted by: Torond Contracting

PROJECT:

1 OFFER

1.1 LUMP SUM PRICE

Having examined the Place of the Work, and all matters referred to in the Instructions to tenders, and the Tender Documents prepared by Northern Neighbors' Nurse Practitioner Led - Clinic. For above mentioned project, we, the undersigned, hereby offer to furnish all Products and labour necessary for the proper completion of the work for the Lump Sum of: (Enter in figures and words the amount of the total tender price).



- 1.2 It is understood that the Drawings. Agreement, General Conditions of the Contract, Definitions, specifications, Instructions to Tender's and this Tender Form are all part of the Contract Documents.
- 1.3 All applicable Federal taxes and Provincial Sales Taxes are included in the Tender Price.
- 1.4 We enclose herewith the required security, an Agreement to bond form, as required by the instructions to Tender's.

2 ACCEPTANCE

2.1 If this Tender is accepted by the Owner within sixty (60) days of the Tender closing date, and we receive written notice of this acceptance, we will:

Execute the stipulated Price Contract

Complete all work included in the Contract on schedule as follows:

CONTRACT REFERENCE #NNCC 20-001.

Submitted by:		FLAWLESS ROOFING						
		Richard Scott	***************************************					
PRO	JECT:							
1	OFFER							
1.1	LUMP SUM	I PRICE						
	Having examined the Place of the Work, and all matters referred to in the Instructions to tenders, and the Tender Documents prepared by Northern Neighbors' Nurse Practitioner Led—Clinic. For above mentioned project, we, the undersigned, hereby offer to furnish all Products and labour necessary for the proper completion of the work for the Lump Sum of: (Enter in figures and words the amount of the total tender price).							
	Seventeen thousand nine hundred fifty two dollars and ninety eight cents							
			(17,952.98)			
1.2	It is understo specifications Documents.	od that the Drawings, Agreers, Instructions to Tender's	nent, General Co and this Tender	nditions of the Cor Form are all par	ntract, Definitions. t of the Contract			
1.3	All applicable Federal taxes and Provincial Sales Taxes are included in the Tender Price.							
1.4	We enclose herewith the required security, an Agreement to bond form, as required by the instructions to Tender's.							
2	ACCEPTAN	ICE						
2.1	If this Tende, we receive w	r is accepted by the Owner w ritten notice of this acceptanc	vithin sixty (60) e. we will:	days of the Tender	closing date, and			
	Execute the s	tipulated Price Contract						
	Complete all	work included in the Contrac	et on cohadula aa	£013				

Appendix IV

CONTRACT REFERENCE #NNCC 20-001.

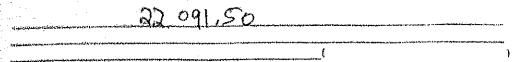
Submitted by:

Brad Baker Bushing Locking

PROJECT:

- 1 OFFER
- LI LIMP SI'M PRICE

Having examined the Place of the Work, and all matters referred to in the Instructions to benders, and the Tender Documents prepared by Northern Neighbors' Nurse Practitioner Led — Clinic. For above mentioned project, we, the undersigned, hereby offer to furnish all Products and labour necessary for the proper completion of the work for the Lump Sum of: (Enter in Agures and words the amount of the total tender price).



- It is understood that the Drawings, Agreement, General Conditions of the Contract, Definitions, specifications, Instructions to Tender's and this Tender Form are all part of the Contract Documents.
- 4.3 All applicable Federal taxes and Provincial Sales Taxes are included in the Tender Price.
- 1.4 We enclose herewith the required security, an Agreement to bond form, as required by the instructions to Tender's.
- 2 ACCEPTANCE
- 2.1 If this Tender is accepted by the Owner within sixty (60) days of the Tender closing date, and we receive written notice of this acceptance, we will:

Execute the stipulated Price Contract

Complete all work included in the Contract on schedule as follows: