

Northern Neighbours

Nurse Practitioner-Led Clinic

Northern Neighbours NPLC Board Meeting

Wednesday, March 20, 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
Stefan Chery	Director via video conference
Crystal Pirie	Director via video conference
Arlene McCorry	Lead NP via video conference
Michelle Ward	Director via video conference
Tina Forsyth	Director Via video conference

Regrets:

Absent:

RECORDER: Carolyn Burton

Meeting called to order at 6:35 pm EST

1. Housekeeping

1.1. Approval of agenda:

Motion to approve agenda.

Moved by: Michelle
Seconded by: Crystal
Carried

1.2. Declaration of Conflict of Interest:

No conflict of Interest declared.

1.3. Welcome Michelle Ward as a Director

1.4. Review and Approval of Minutes of previous meeting:

Motion to accept the January 10,2023 Minutes.

Moved by: Patricia
Seconded by: Lynne
Carried

1.5. Consent Agenda Item(s):

No consent agenda items presented.

1.6. Administrative/Board Mandatory Item Checklist:

The Chair reviewed each reporting period of the checklist. Once the checklist was reviewed, the Clinic Administrator presented the Q3 Financial Report.

The Quarterly Report was submitted to Ontario Health on January 26, 2024. The Clinic Administrator presented Q3 to the Board of Directors for review. Carolyn included forecasted expenditures for Q4 to provide a full view of financial report up to the end of the current fiscal year.

The following revenue items required some explanation:

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- 1) Approval to permanently move the Collaborating Physicians stipend, in the amount of \$21,554.00 to Overhead, was granted in the previous fiscal year. However, when the first quarter report was received, the amount remained posted in the Human Resources budget. This is a line item that only Ontario Health can post as this cell is linked to A.1 Budget sheet.
- 2) A request to retain the HST Rebate from the previous fiscal year, in the amount of \$16,344.00 was approved and will be added to the Overhead budget.
- 3) The total Overhead budget has been increased from \$126,807.00 to \$164,705.00.

The Clinic Administrator relayed a recent conversation with the Ontario Health Rep., Hillary Deyne. Hillary was not aware of any increase in funding for salaries in the foreseeable future (current NP salary is based on 2020 rate of \$122,178.00). Hillary did not have any information regarding an increase in overhead funding. It is a difficult task to attempt recruitment without a salary increase or the ability to offer incentives. Additionally difficult is the increase in inflation without an increase in funding. Carolyn expressed concern regarding these barriers and expressed that she is uneasy about entering 2024-2025 fiscal. Although the Clinic Administrator does not submit financial reports monthly, Lynne suggested Carolyn could provide a quick update at each meeting regarding our financial health, i.e., if there has been an increase in funding or a decrease in expenses. Additionally, Lynne suggested that all discussions with the Ontario Health representative be recorded and filed for future reference and review.

Stefan asked, "what happens if we run beyond our budget?". Carolyn was unsure and assured Stefan that she would submit that question to Hillary.

The Chair asked for a motion to accept the Administrative/Board Mandatory Item Checklist.

Moved by: Lynne
Seconded by: Patricia
Carried

1.7. Governance Report

No update(s) to report

2. Business:

2.1. Board Member Vacancy:

An application was submitted from Michelle Ward, Mental Health Coordinator with Netmizaaggamig Nishnaabeg. A brief discussion about the importance of having another representative from Netmizaaggamig Nishnaabeg as a director ensued. This position is a voting member position and has been vacant since July 2023.

The Chair asked for a motion to elect Michelle Ward for the NNNPLC Board Director position.

Moved by: Lynne

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Seconded by: Stefan
Carried

2.2. Professional Development:

Carolyn reported that the Executive Team is currently looking for another cultural diversity training course for the staff.

2 Task List

Task	Owner(s)	Deadline	Status
Netmizaaggamig Nishnaabeg Board Member recruitment	Carolyn/Charles	ASAP	Complete
Circulate OHT webinar invitation to Board Members	Arlene	ASAP	Complete
Proceed with Algoma OHT Membership	Carolyn		Complete
Submit inquiry to Ontario Health regarding the repercussions if the NNNPLC's expenditures exceed the Ontario Health budget.	Carolyn	No later than March Board meeting	
Contact Ontario Health regarding moving the line item "Collaborating Physicians" to Overhead.	Carolyn	No later than March Board Meeting	
Set a new date for March meeting	Carolyn	No later than Feb 16, 2024	

3 Next Board Meeting.

Regular Board Meeting Wednesday, March 20, 2024, at 6:30 pm

7. Adjournment. 7:31 pm