

**Northern Neighbours NPLC
Board Meeting
Tuesday, November 09, 2022
Northern Neighbours NPLC Board Room**

PRESENT:

Shawn Dookie	Chair <i>via Video Conference</i>
Lynne Thibeault	Secretary <i>via video conference</i>
Charles Alderson	Officer-Director NNNPLC Board Room
Carolyn Burton	Clinic Administrator NNNPLC Board Room
Arlene McCorry	Lead N.P. NNNPLC Board Room

REGRETS:

Patricia Anglehart	Treasurer
Crystal Pirie	Officer-Director
Shelly Livingston	Officer-Director
Tina Forsyth	Officer-Director

RECORDER:

Carolyn Burton

Meeting called to order at 6:38 pm EST

Although we did not attain quorum, the meeting continued on an informal/informative discussion. The formal agenda was suspended for this meeting.

1. ET Clinical news discussions:

The board chair invited the ET to share any news or risks that should be discussed.

Clinic Insurance Quotes

Carolyn reported that as a result of the increase in the previous year's clinic insurance, in October 2022 we have reached out to four (4) other brokers for quotes. The clinic insurance is up for renewal on December 22, 2022. Once the quotes are received, the quotes will be submitted electronically. Board members can review and make a decision electronically.

Temporary Retention Incentive for Nurses (TRIN)

Discussed was the recent funding agreement from the MOHLTC and signed by the Board Chair, Shawn Dookie. The agreement will be an agenda item to be reviewed/discussed at the next board meeting. As for the fiscal reporting of said funds, this will occur when the monies are received, likely sometime in Q3.

Northern Neighbours

Nurse Practitioner-Led Clinic

Mental Health Funding

Potential funding for mental health is forthcoming. Although we have been exploring potential mental health services, without knowing the amount of funding and whether or not it is one-time hinders our absolute decision making.

RN Recruitment

Arlene reported that we will potentially hire a local RPN. The applicant has almost completed her RN training, her final test is expected to happen in January 2023. Upon successful completion of her tests as well as her registration with CNO, she will be presented with an offer of employment for the RN position.

Netmizaaggamig Nishnaabeg

Patients of Netmizaaggamig Nishnaabeg are expressing positive feedback about Mandy's practice. Although we are VERY short staffed, our commitment to provide primary health care to the residents of Netmizaaggamig Nishnaabeg will not waver.

The board chair recalled previous discussions related to having elders that represent the community join (either the board or an ad hoc committee). Previous attempts have been made but we have not been successful. Further discussions will be held at upcoming board meetings to discover a method by which to bring this to fruition.

The NNNPLC became into being as a result of a partnership between Netmizaaggamig Nishnaabeg and White River. Both communities came together and submitted a business plan that successfully created a not-for-profit clinic that would deliver primary health care within each community. The communities would provide in-kind services/premises by which the clinic would operate. It should be underscored that the partnership is one of sharing services that will enhance the delivery of primary health care.

The Northern Neighbours NPLC has been paying "rent" in the amount of \$300.00/month to Netmizaaggamig Nishnaabeg since April 2019. This affords us access to two exam rooms up to a maximum of 2 days/week. Each year we are asked to consider a rent increase. As we are a not-for-profit, Carolyn has asked that we revisit Rent v In-kind. A discussion ensued. The Chair proposed that a working group/committee should be formed during the February 2023 meeting. The group will develop a communication strategy to review our in-kind relationship with Netmizaaggamig Nishnaabeg.

4. Board Governance:

The board chair recommended that we review our board size. He pointed out that we have only met four (4) times this year because we struggle attaining quorum.

Discussions/queries relating to attendance arose:

Perhaps we could consider adding another director?

Maybe we should develop an attendance policy?

The board chair will reach out to other directors to discuss future participation.

Potentially grooming future directors.

Also recommended was a review of our By-laws and Governance Policies. Sometime in the New Year, a small Governance Committee should be formed to revise the By-laws. The revised by-laws will be presented to the board at our AGM tentatively scheduled for June 13,

Northern Neighbours

Nurse Practitioner-Led Clinic

2023 for approval. Subsequent to approval, review of all policies and job descriptions will be cross-referenced to ensure compliance. Shawn will reach out to the board (in the new year) to determine which directors would like to join this committee.

Quality Improvement Plan Team (QIP Team):

The QIP has been suspended since the onset of the pandemic. As a result, the NNNPLC has never participated in this process. Shawn and Lynne both provided an overview of how the team is formed and its function(s). It is their experience that the team is mostly composed of staff members such as the Lead NP, NP, RN, Clinic Administrator, and a board member. The role of the board member is mostly that of a resource and that of a liaison to the remaining board members.

Performance Reviews:

Performance reviews are due to be conducted for the Lead NP and the Clinic Administrator. Lynne provided the outline of the process she had conducted previously. Lynne will share the template with Shawn and he will plan to do these sometime in Spring 2023.

Board-Management Delegation Policy:

Shawn has drafted the Board-Management Delegation policy and it was circulated to the board previously. A discussion related to this policy ensued but because we do not have quorum, no decisions or votes occurred. The basis of the discussion was to clarify the reporting hierarchy (e.g., the ET reports to the board of directors and the staff reports to the ET). This policy will be presented at the next board meeting for review and approval.

5. Next Board Meeting.

Wednesday, December 07, 2022

7. Adjournment.

7:59 pm