

# Northern Neighbours

## Nurse Practitioner-Led Clinic

### Northern Neighbours NPLC Board Meeting Wednesday, September 13, 2023 Northern Neighbours NPLC Board Room

#### PRESENT:

Charles Alderson	Chair <b>NNNPLC Board Room</b>
Lynne Thibeault	Secretary <b>via video conference</b>
Patricia Anglehart	Treasurer <b>via video conference</b>
Tina Forsyth	Director <b>via video conference</b>
Carolyn Burton	Clinic Administrator <b>NNNPLC Board Room</b>
Arlene McCorry	Clinic Lead NP <b>via video conference</b>

NP Director Nominee, Stefan Chery

**Regrets:** Crystal Pirie, Director and Stefan Chery, Director

**Absent:**

**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 May 10,2023 Minutes.

Moved by: Lynne  
Seconded by: Patricia  
Carried

##### 1.4. Consent Agenda Items:

1.4.1. Electronic approval of the NNNPLC Annual Report, to record the email vote and capture the approval in the minutes.

Electronic approval to reimburse the MOHLTC \$178,446.00, to record the email vote and capture the approval in the minutes.

Electronic approval to pay the auditor in the amount of \$14,592.77, to record the email vote and capture the approval in the minutes.

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Electronic approval to pay Willis Law, in the amount of \$5,085.00, to record the email vote and capture the approval in the minutes.

Email correspondence for all Consent Agenda Items attached to this copy of the minutes.

Supporting documents available on the shared drive.

Moved by: Lynne  
Seconded by: Pat  
Carried

### 1.4.3 Administrative/Board Mandatory Item Check List.

The financial report is done quarterly so will be available mid-October (contingent upon receipt of bank statement) 2023. It will be on the drive for review.

The check list was reviewed and all monthly reporting has been completed.

Monthly reporting. All outstanding items from previous minutes have been completed.

**Section 15** of the Check List had the following changes:

- “Stakeholder and agency updates”: Raymond St. Louis is the new liaison for the NNNPLC and the Township of White River.
- “IT update”: The NNNPLC has changed the NNNPLC Board Shared Drive to One Drive and we will be using Teams for all future virtual meetings. Board members are asked to reach out to our IT support for assistance if required.
- “Staffing workload”: The E.T. has contracted an NP for three (3) months. We continue to recruit for a FTE NP.
- “Board signatures /approval required”: Listed under the consent agenda items are three (3) instances where board approval was required and obtained.

The floor was open for questions, no questions were asked.

A signed copy of the Mandatory Item Check List will be attached to this copy of the minutes.

A motion to approve the Board Mandatory Item Check List was presented.

Moved by: Pat  
Seconded by: Lynne  
Carried

### 1.5 Governance Reports

1.5.1 Amended by-law status. Previously, the Clinic Administrator circulated a draft of by-laws that were amended by the lawyer. The feedback received from the board of directors was submitted to the lawyer and the changes were made. However, the lawyer did enquire whether the NNNPLC would pursue becoming a registered charity.

A discussion regarding becoming a registered charity ensued. The main points were:

- Raised funds if we are a registered charity are **NOT** recoverable by the MOHLTC at end of the fiscal year.
- Currently as a not-for-profit any monies raised **ARE** recoverable by the MOHLTC and the end of the fiscal year.
- Fund raising cannot be done during NNNPLC working hours.
- Other NPLCs have not pursued this avenue, we should do more research as to why they have not become registered charities.
- NPLCA did discuss this during the September monthly meeting and will attempt to arrange for a guest speaker for the NPLCA October meeting.

More information is required before the board can decide. Carolyn will forward the email she had with Ontario Health for the board to review as well as the email discussion with the accountant.

## 2 Business

### 2.1 Board Member Vacancy

The board chair presented that Shelly Livingston has formally resigned as an NNNPLC Board Director. The current vacancy has historically been filled by a member of Netmizaaggamig Nishnaabeg (NN). A discussion ensued regarding filling the position with representation from NN resulting in the following points:

- Letter from the NNNPLC Board Chair to the leadership in NN asking for assistance to fill the position with representation from that community;
- Board posting, Director Application, and Board of Director description submitted to the following leadership of the community;
  - Shelly Livingston, Health Manager
  - Chief Louise Kwissiwa
  - Donna Sutherland, Band Manager
  - Judy Desmoulin, Lead for health portfolio
- The Chair suggested that in the event we are not successful recruiting a secondary Netmizaaggamig Nishnaabeg representative, perhaps we could consider finding an alternate for Crystal Pirie;
- Charles will submit the Band Council Resolution regarding Shelly Livingston becoming a NNNPLC Board Member.

### 2.2 Professional Development

2.2.1 No news to report under professional development.

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### 2.3 Communication – Arbora

Upon recent review of the June 14, 2023, meeting, the Clinic Administrator recalled that Tiina of Arbora had recommended that a separate presentation be given to Netmizaaggamig Nishnaabeg. Tiina had also offered to do that presentation. After the June 2023 meeting the board was on summer hiatus. The Clinic Administrator asked how we should proceed. A discussion about scheduling a presentation from Arbora to the leadership of NN. Carolyn will reach out to Tiina potentially send a report and/or coordinate the presentation. Charles will assist with navigating the key leadership contacts.

### 3 Task List

Task	Owner(s)	Deadline	Status
Recruitment Letter from Board Chair	Carolyn	ASAP	
Copy of Band Council Resolution	Charles	ASAP	
Share email conversation regarding becoming a registered charity	Carolyn	Sept 14/23	
Preparation of key leadership contacts to share with Carolyn	Charles	ASAP	
Reach out to Tiina of Arbora to schedule a presentation with NN	Carolyn	ASAP	

### 4 Next Board Meeting.

Regular Board Meeting Wednesday, October 11, 2023, at 6:30 pm

7. Adjournment. 8:54 pm