

Northern Neighbours

Nurse Practitioner-Led Clinic

**Northern Neighbours NPLC
Board Meeting
Tuesday, December 14th, 2021
Northern Neighbours NPLC Board Room**

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|------------------|--|---|
| PRESENT: | Lynne Thibeault Tina Forsyth Charles Alderson Shelly Livingston Arlene McCorry Carolyn Burton | Chair <i>via video conference</i> Treasurer <i>via telephone</i> Director <i>via NNNPLC Board Room</i> Director <i>via Video Conference</i> Lead Nurse Practitioner <i>via NNNPLC Board Room</i> Clinic Administrator <i>NNNPLC Board Room</i> |
| REGRETS: | Patricia Anglehart Shawn Dookie | Director Director |
| ABSENT: | Crystal Pirie | Director |
| RECORDER: | Carolyn Burton | |

Meeting called to order at 6:35 pm est

1. Approval of agenda:

Motion to approve agenda

Moved by: Charles
Seconded by: Tina
Carried

2. Declaration of Conflict of Interest:

No conflict of Interest declared.

3. Review and Approval of Minutes of previous meeting:

October 12, 2021, Minutes were reviewed and approved.

Moved by: Lynne
Seconded by: Charles
Carried

4. Standing Items:

4.1 Clinical Report

Arlene reported that the new Nurse Practitioner continues to be work as a Registered Nurse as she has not received her NP registration.

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Town Hall meeting was held November 3, 2021. Was well received, attendance of approximately 35 people, great question and answer period. Surveys were distributed and collected at the end of the session.

Alicia Castonguay, the NP student has finished her placement at the NNNPLC. The NNNPLC has been working with Algoma Public Health with providing the 3rd COVID-19 injections.

Primary Health Care services, footcare, and phlebotomy will resume at Netmizaaggamig Nishnaabeg in January 2022. Netmizaaggamig Nishnaabeg has implemented Workplace Harassment and Violence Prevention Policy.

Laurie Cavan has been hired in the capacity of .5 FTE Social Worker with a 6-month tenure. Her role is to build the Social Worker Practice and assist in the recruitment of 1.0 FTE Social Worker.

Arlene opened the floor to questions. No questions or concerns were raised.

4.2 Financial Report

The November 2021 Financial Report was presented.

The Clinic Administrator discussed the significant increase in clinic insurance. In December 2020 the premium was \$11,609.00 and in December 2021 the premium was initially presented as \$17,301.00. Ultimately, the premium was reduced to \$13,053.00 (before tax). A request for electronic approval to pay this premium was requested (approvals attached). The chair secured approval of this expense from the following directors: Charles, Shelly, and Tina. Email approval was received from: Lynne, Shawn, and Patricia.

The Clinic Administrator reported that a budget realignment proposal was recently submitted to the Ministry of Health and Long-Term Care (MOHLTC). The scope of the NP has expanded, subsequently, the role of the collaborating physician has decreased. There is need to increase the operating overhead but it is unlikely that requesting additional funding from the MOHLTC would realize any success in these economic times. Therefore, a budget realignment to permanently move the collaborating physician funding to operating overhead was submitted.

The floor was opened for questions.

The Chair asked if the NNNPLC was currently using a collaborating physician? Although we are using a collaborating physician, only \$2,500.00 of the allotted \$10,565.00 has been spent. Further supporting the previous statement that as the NP's scope increases, the role of the collaborating physician decreases. We will continue to use Dr. Cotteral as a collaborating, and if the budget realignment is approve, this expenses will be listed in the operating budget as consulting fees.

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The Chair inquired about the clinic expense of ECG reading. The Lead NP confirmed that ECGs were submitted to a Sault Ste. Marie cardiologist for review. The frequency and cost are nominal.

The Chair noted that legal fees in the amount of \$18,668.00 exceeded the amount of initially budgeted. In future highlighting overages (i.e., 130% or flag the overage in red), would assist in underscoring these expenses for the board members. The Clinic Administrator will employ this method for future reports.

4.3 Collaboration with Netmizaaggamig Nishnaabeg

The Clinic Administrator reported that the feedback received from the recent Town Hall session triggered a meeting to seek potential solutions for provision of PSW services. The meeting included Shelly Livingston, Care Partners, Arlene McCorry, and the CAO of the Township of White River.

White River currently has only four (4) clients that require PSW services and this equates to approximately four (4) hours a week. It is very difficult to recruit a PSW for such a small number.

Shelly provided an overview of Netmizaaggamig Nishnaabeg and the need for PSW services. Currently the PSW services are provided by the federal government. There is a provincial PSW service available but not being utilized at Netmizaaggamig Nishnaabeg. Ideally, the provincial PSW services would be implemented augmented by the federal PSW service.

Ensuring all care providers are referring clients to the provincial program for assessment will accurately identify the need for home care as well as increase access to the Provincial PSW service.

The Chair asked the Lead NP if referrals for homecare was submitted for White River and Netmizaaggamig Nishnaabeg. The lead NP confirmed referrals for NNNPLC patients residing in White River would be submitted to the Northeast LHIN and Netmizaaggamig Nishnaabeg patients would be referred to Northwest LHIN.

The NNNPLC's NP attending Netmizaaggamig Nishnaabeg was asked to provide a presentation (our services) to the newly elected Chief and Council. Shelly will follow-up with a date for this presentation.

4.4 Collaboration with White River Town Council:

Carolyn reported that a Memo of Understanding was being drafted for the Recruitment and Retention funding being received from the Township of White River to the NNNPLC. These funds will be included on the Annual Statement of Earnings and Revenue (ASER) and the audit. However, like the OTN funding, these funds are separate from the MOHLTC funding.

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4.5 Task List/Old Business

| Task | Owner(s) | Deadline | Status |
|--|--------------|-----------------------------|------------|
| Determine strategic goals and develop strategic plan | Board and ET | May 2021 | Ongoing |
| Presentation for Band and Council | Carolyn | Mid-January | Ongoing |
| Survey for Strategic Plan Retreat | Carolyn | Week of Oct 08, 2021 | Incomplete |
| Presentation for Town Hall Meeting | ET | First week of November 2021 | Complete |

5. Task List/New Business:

| Task | Owner(s) | Deadline | Status |
|-----------------------------------|----------|-------------|--------|
| Survey for Strategic Plan Retreat | Carolyn | Mid-January | |

6. Next meeting: January 11th, 2022, 6:30pm

7. Meeting adjourned at 7:24pm