

Northern Neighbours

Nurse Practitioner-Led Clinic

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

PRESENT:

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

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

CONTRACT REFERENCE #NNCC 20-001.

Submitted by: Keith Belisle
Belisle Builders

PROJECT:

1 OFFER

1.1 LUMP SUM PRICE

Having examined the Place of 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 Hundred Seventy-Three Dollars and Twenty-One Cents

\$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 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

[Type text] Appendix II

CONTRACT REFERENCE #NNCC 20-001.

Submitted by: Triad 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).

Forty four thousand nine hundred and
seventeen dollars and fifty cents (incl.)
(44,917 50)

- 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

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).

Seventeen thousand nine hundred fifty two dollars and ninety eight cents

(17,952.98)

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:

[Type text]

Appendix IV

CONTRACT REFERENCE #NNCC 20-001.

Submitted by:

Broad Baker
Baker's Quality Locking

PROJECT:

1 OFFER

1.1 LUMP SUM PRICE

HAVING examined the Place of the Work, and all matters referred to in the Instructions to Tenderers, 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).

22,091,50

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: