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Meeting Title:	MIPS BOARD MEETING		
Date:	January 5, 2017	Time:	0800 hrs – 1200 hrs
Location:	MIPS Boardroom		
Present:	Jan Currie Luis Oppenheimer (by phone) Connie Gretsinger Adam Chrobak Helga Bryant Judy Storjord Deb Elias Brie DeMone Gary McPherson Susan Lessard-Friesen Laurie Thompson (staff)		
Regrets:	Anna Maria Magnifico		
Guest:	John Kelly, Chartered Accountant, Scarrow & Donald LLP (MIPS' auditor)		
Agenda Item:			
1.0 Adoption of Minutes/Agenda			
	1.1	Move that the minutes of November 3, 2016 be approved as circulated. Moved: Helga Bryant Seconded: Gary McPherson Carried	
	1.2	The agenda of January 5, 2017 was approved as circulated.	
2.0 Board Education – John Kelly			
	2.1	John Kelly, Scarrow and Donald, provided board education on reading, interpreting and using MIPS audited financial statements and financial statements.	
3.0 Directors- Declaration of Conflict of Interest, Comments, Suggestions			
	3.1	Declaration, Conflict of Interest - Agenda Items Brie DeMone will recuse herself if conflicts arise.	
	3.2	Director Comments/Updates No comments/updates provided.	
	3.3	Board Appointments – status Awaiting confirmation of appointments for 2 board positions.	



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4.0 Executive Director Report – Laurie Thompson		
	4.1	Report circulated for information.
5.0 In-camera Session		No in-camera session held.
6.0 Committee Reports		
6.1 Executive Committee – Jan Currie		
	6.11	<p>Executive Committee Report</p> <p>Minutes of meeting December 22, 2016 circulated.</p> <p>Jan Currie reviewed the following:</p> <ul style="list-style-type: none"> -RHAM dissolution – estimated wind-up is March 31, 2017 followed by audit. -KPMG meeting update - Laurie attended. Focus was information management and technology. -2017-2018+ Service Agreement update – pending response from government on status of, and process of, negotiating 2017-2018+ Service Agreement. -MIPS’ documentation – The Value of MIPS in the Manitoba Healthcare System – document reviewed and revisions suggested to be used as handout for meeting with DM and Minister end of January 2017. <p>The Finance Committee was asked to identify options for the 2017-2018 budget.</p>
6.2 Board Development Committee – Susan Lessard-Friesen		
	6.21	Business arising from November 3, 2016 board meeting.
	6.21.1	<p>Board Development Committee asked to address two items.</p> <p>Item one: Section A, 4. Stakeholder and Staff Concerns</p> <p>“The board is satisfied that the organization has an effective process to address concerns to stakeholders. The board ensures that stakeholders and staff are informed of appropriate means of raising and resolving concerns.”</p> <p>Susan Lessard-Friesen reported that committee members agreed to suggest no changes to the board performance evaluation template document at this time.</p>
	6.21.2	<p>Item two: Section D - Board Assessment, overall</p>



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		<p>“Based on its mission and strategic goals, MIPS is achieving the results and impact it seeks.”</p> <p>Susan Lessard-Friesen reported that committee members agreed that they are satisfied that MIPS generally achieves results on the impacts the board seeks and is comfortable with the way this relevance risk is managed.</p>
	6.22	<p>Terms of Reference – for approval</p> <p>Moved that the terms of reference be approved with the changes as discussed.</p> <p>Moved: Brie DeMone Seconded: Deb Elias Carried</p>
	6.23	<p>Risk Management – recommendation on risk categories of relevance and reputation. Recommendation on next steps with risk management process.</p> <p>Susan Lessard-Friesen reported that the committee recommends to the board that the relevance document prepared shows no areas in need of urgent attention, and that the board should focus on the KPMG review. It was also recommended to return to the relevance document and process in September 2017. Finance is to be reviewed in March as planned.</p>
6.3 Membership Committee - Helga Bryant		
	6.31	<p>Terms of Reference</p> <p>Moved that the terms of reference be approved as revised.</p> <p>Moved: Helga Bryant Seconded: Brie DeMone Carried</p>
	6.32	<p>Membership Renewal - update</p> <p>Status of renewals as of January 4, 2017: -30 committed to renew -2 not renewing -1 considering renewing – awaiting decision - 2 have not responded – directors are following up with these two organizations.</p> <p>Projected revenue: 19K</p>



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		<p>Membership Type Summary: Sponsors - 4 Partners - 26</p> <p>RHAM is a member. Because of their dissolution, 4 of their organizations have been invited to be members. Two are already members.</p> <p>Members have completed their member commitment forms and identified patient safety activities for 2017.</p> <p>Membership Committee to closely monitor the new process. Discussion ensued to do a more regular fee review.</p>
7.0 Business Arising – Jan Currie		
	7.1	<p>Results of Board Meeting Evaluation, November 2016 (per policy GP-10)</p> <p>Reviewed for information.</p>
	7.2	<p>Board Education - Learning Needs and Knowledge Acquisition</p> <p>Issue arose from the Risk Relevance work through Board Development Committee: Is current process of board education meeting the needs of directors.</p> <p>Referred to Board Development Committee: -review of financial reports yearly similar to education session at this meeting. -United Way education for board governance. Laurie Thompson to ask if they would provide a specialized session on specific topic areas. -yearly report on Critical Incidents reported to government.</p>
8.0 New Business – Jan Currie		
	8.1	Board Performance Evaluation (as per policy GP – 10)
	8.11	<p>Reviewed 2016 results (3+ rating) and status of actions taken.</p> <p>Bullet B 1. Decisions consistent with organizational objective on engaging patients and families. Agreed that board’s discussion on item 6.11 spoke to this objective.</p>
	8.12	<p>Discussed process for 2017 evaluation, discussion and compilation. Directors asked to complete template, submit, staff will compile in preparation for review by board at next meeting.</p> <p>Submit by January 31, 2017.</p>



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	8.2	Director Self-Assessment (per policy GP-10) Directors asked to complete the template and meet with Jan Currie at their discretion.
9.0 Events		
		B.C. Quality Forum 2017 , March 1 – 3, 2017, Vancouver, B.C.
		WRHA/MIPS Provincial Patient Safety Conference , April 25, 2017 – Location: Canad Inn, Theme: <i>Communication</i>
		MIPS Annual General Meeting – Wednesday, June 7 th Registration: 4:00pm, Meeting & Guest Speakers: 4:30pm–6:00pm, Reception to Follow. Location: The Alt Hotel, 310 Donald St.
10.0 Next Meetings		Meeting times - 0800 – 1200 hrs
		March 2, 2017 – MIPS will send out a doodle poll to seek dates to change the meeting to end of March 2017. May 4, 2017 June 29, 2017 September 7, 2017