



MINUTES

<b>Meeting Title:</b>	<b>BOARD MEETING</b>		
<b>Date:</b>	September 7, 2017	<b>Time:</b>	0800 hrs – 1200 hrs
<b>Location:</b>	155 Carlton, The Lakeview Room (Basement Boardroom)		
<b>Present:</b>	Jan Currie Connie Gretsinger Adam Chrobak Deb Elias – until 1000 hrs Brie DeMone Susan Lessard-Friesen Anna Maria Magnifico Kristine Hannah Joy Tetlock Ron Van Dennaker Laurie Thompson (staff)		
<b>Guests:</b>	Cathy Stevens and Andrew Stammers, Health in Common Laurie Thompson to send Cathy board committee list/terms of reference		
<b>Agenda Item:</b>			
1.0 Adoption of Minutes/Agenda			
	1.1	Minutes of July 6, 2017 Correction to 8.12 – Adam appointment and Brie regarding her attendance	
	1.2	Agenda of September 7, 2017 Approved as circulated	
2.0 Board Education			
	2.1	Strategic Planning	
3.0 Directors – Declaration of Conflict of Interest, Comments, Suggestions			
4.0 Executive Director Report	Report for information		
5.0 In-camera Session			
6.0 Committee Reports			
6.1 Executive Committee – Jan Currie			
	6.11	Executive Committee minutes, August 18, 2017 For information. Jan Currie reported on meeting with Interim CEO, WRHA, Real Cloutier. MIPS to contact other RHAs to offer meeting to address overall health system change and potential impact on patient safety.	
	6.12	Update, DM and Minister meetings	



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6.2 Board Development Committee – Susan Lessard-Friesen		
	6.21	Reflection Tool, Board Education Draft has been developed. Committee will continue to refine.
	6.22	Update, board performance evaluation items for review <ul style="list-style-type: none"> <li>• Recommend that auditor attend September board meetings to provide education on financial reporting</li> <li>• Performance indicators and targets – will be part of strategic planning process</li> </ul>
	6.23	Update, board performance evaluation tool Tool streamlined, edits done. Final revisions will be done after strategic plan.
	6.24	Update, plan for mentoring new directors Recommending that board not institute a formal process, but committee will make opportunity available should new directors wish to have a mentor.
	6.25	Update, new director externally sourced governance education Recommend that we continue to suggest that directors avail themselves of education opportunities but not institute a formal requirement.
6.3 Finance Committee – Adam Chrobak		
	6.31	Update on Quarter 2 projections Quarter 2 projections will not be available. Laurie Thompson is continuing to work with our financial firm to develop documentation.
7.0 Business Arising – Jan Currie		
7.1 Ministerial appointments		
	7.11	Waiting for 3 Ministerial appointments.
7.2 Confirmation of Board Committee membership		
	7.21	Review of Membership Committee and Board Development Committee  Brie agreed to serve on both committees until the



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		Ministerial appointments are made and then will resign from Membership Committee.
8.0 New Business – Jan Currie		
8.1 “Statement” - Regulated Health Professions and Patient Safety		
	8.11	Circulate position statement on Regulated Health Professions and Patient Safety.
8.2 Strategic Planning		
	8.21	Update on process/confirmation of dates Discussion regarding potential stakeholders and methods to gather information.
	8.22	Next steps – as circulated with steps and timelines
8.3 Board Policy Review		
	8.31	GP-17 - Participation in Conferences, External Committees  Move that the board amend the GP-17 to reflect requirement for directors attending conferences on behalf of their organization to report on the conference at a future Board meeting.  Moved: Brie DeMone Seconded: Adam Chrobak Carried
8.4 Volunteers (scheduled 11 am)		
	8.41	Strategic plan involvement - received suggestions for volunteer involvement – focus groups, surveys, discussion
	8.42	Volunteer program goals – Board will do annual review at November 2017 board meeting. Volunteers asked to review goals at their meeting following board meeting. Feedback will be considered by board at November 2017 board meeting.
	8.43	Update on volunteer activities – volunteers were thanked for their valued contribution to the operations of MIPS. Volunteers offered observations from their experiences including options for areas of future focus for the organization.



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9.0 Events		
		Canadian Patient Safety Week – October 30 – November 3, 2017
10.0 Next Meetings		
		<p>Time 0800 hrs – 1200 hrs (except where noted otherwise)</p> <p>November 2, 2017 – Meeting in basement of 155 Carlton - strategic planning – 0745 – breakfast, meeting 0800 – 1600 hrs. No board education at this meeting.</p> <p>January 4, 2018 – board education - CRNM – collaborative practice</p> <p>March 1, 2018 – possibly change to March 22, 2018. Please hold both dates until further notice</p> <p>May 3, 2018</p> <p>June 6, 2018 - AGM</p> <p>July 5, 2018</p>
Adjourn		Adjourned at 1300 hrs hours