



MINUTES

Meeting Title:	MIPS BOARD MEETING MINUTES		
Date:	November 2, 2017	Time:	0800 hrs – 1630 hrs
Location:	College of Pharmacists Manitoba 200 Tache Avenue 0800 – 1000 hrs		
Attending: Jan Currie, Adam Chrobak, Anna Maria Magnifico, Connie Gretsinger, Deb Elias, Joy Tetlock, Kristine Hannah, Ron Van Denakker, Susan Lessard-Friesen, Laurie Thompson (staff)			
Agenda Item:			
1.0 Adoption of Minutes/Agenda			
	1.1	Moved that the minutes of September 7, 2017 be approved as circulated. Moved by Anna Maria Magnifico Seconded by Susan Lessard-Friesen Carried	
	1.2	Agenda of November 2, 2017 approved with the addition of 6.5 Patient Safety Initiatives Committee.	
2.0 Board Education		Deferred to January due to Strategic Planning following the meeting	
3.0 Directors- Declaration of Conflict of Interest, Comments, Suggestions			
	3.1	No conflicts declared.	
4.0 Executive Director Report – Laurie Thompson		Report reviewed for information and questions/comments.	
5.0 In-camera Session			
6.0 Committee Reports			
6.1 Executive Committee – Jan Currie			
	6.11	Minutes, Meeting of October 20, 2017 circulated with board package. No questions/comments	
	6.12	Ministerial Appointments – Vacancies Some other organizations have had appointments confirmed. We are waiting for confirmation.	
6.2 Finance Committee – Adam Chrobak			
	6.21	Moved that the Quarter 3 projections be approved as circulated. Moved by Anna Maria Seconded by Deb Elias Carried	
	6.22	Investment Report pre-circulated for information. No questions arose.	
6.3 Membership Committee – Kristine Hannah			
	6.31	Next phase of recruitment of Members is reviewing organizations approached for membership in the past in Strategies 1,2 and 3 in anticipation of next recruitment	



MINUTES

		strategy.
6.4 Board Development Committee - Susan Lessard-Friesen		
	6.41	<p>Review and approve Board Education Reflection Tool.</p> <p>Brie drafted and committee approved as guideline for directors to review education sessions and future education needs.</p> <p>Suggestion to link the document to the policy on public access to the board and to the guidelines document on the public attending board meetings.</p> <p>Committee asked to consider how the document should be positioned.</p>
	6.42	<p>Risk Management priority issues</p> <p>Committee is recommending that we consider the strategic planning work before we review and identify the next priorities for the risk management process.</p>
6.5 Patient Safety Initiatives Committee – Anna Maria Magnifico		
	6.51	<p>Reported on committee meeting September 19, 2017.</p> <p>Language for the call for the Dr. John Wade PSI Grant will be strengthened for the 2018 call to provide guidance on the types of initiatives appropriate for submission.</p> <p>News release will be issued shortly after grants are confirmed. Second news release will be done in conjunction with the PS Champion Award announcement in June 2018.</p>
7.0 Business Arising		
7.1 Board Committee membership - Jan Currie		
	7.11	<p>Confirmation of membership on Membership, Board Development, Patient Safety Initiatives.</p> <p>Decision to leave committee membership as is for now pending Ministerial appointments.</p>
7.2 CI Committee – Susan Lessard - Friesen		
	7.21	<p>Moved to approve a Critical Incident Reporting Ad Hoc Committee of MIPS and approve the terms of reference for this ad-hoc committee as amended.</p> <p>Moved Susan Lessard-Friesen</p>



MINUTES

		Seconded Anna Maria Magnifico Carried
8.0 New Business – Jan Currie		
8.1 Volunteer Goals		
	8.11	Moved that the revised goals be approved as presented. Moved by Deb Elias Seconded by Kristine Hannah Carried
8.2 Board Policy Review		
	8.21	Policy GP-10: Board Evaluation Process Moved that the policy be approved as circulated. Moved Ron Van Denakker Seconded Anna Maria Magnifico Carried
	8.22	Policy GP-12 – Corporate Membership Moved that the policy be approved as revised. Moved Kristine Hannah Seconded Ron Van Denakker Carried
8.3 Board Evaluation		
	8.31	Board Meeting Evaluation handed out for completion.
9.0 Events		B.C. Quality Forum, February 21-23, 2018, at the Hyatt Regency Vancouver, B.C. Let MIPS office know if interested in attending.
10.0 Next Meetings		
		January 4, 2018 (extended until 1 pm) College of Pharmacists of Manitoba Board meeting 0800 – 1000 hrs Strategic Planning session 1000 hrs – 1300 hrs March 22, 2018 - 0800 – 1200 hrs May 3, 2018 – 0800 – 1200 hrs June 6, 2018 – AGM – 4pm registration July 5, 2018 – 0800 – 1200 hrs
Adjourned at 0930		Board meeting followed by Strategic Planning Session with Health in Common and staff. 1000 hrs – 330 hrs.