



## MINUTES

<b>Meeting Title:</b>	<b>MIPS BOARD MEETING</b>		
<b>Date:</b>	January 2, 2020	<b>Time:</b>	8:00 am – 12:00 pm
<b>Location:</b>	MIPS office 102-175 Carlton Street Wpg, Manitoba		
<b>Present:</b> Jeanette Edwards (chair), Deb Elias, Susan Lessard-Friesen (phone) Kristine Hannah (phone), Joy Tetlock (phone), Ron Van Denakker, Anna Maria Magnifico, Terry Wuertz, Laurie Thompson (staff)			
<b>Agenda Item:</b>			
1.0 Adoption of Minutes/Agenda			
	1.1	<p>Moved that the minutes of September 5, 2019 be approved. Moved by Kristine Seconded by Deb Elias Carried</p> <p>Moved that the minutes of December 10, 2019 be approved. Moved by Anna Maria Magnifico Seconded by Ron Van Denakker Carried</p>	
	1.2	Agenda for January 2, 2020 adopted as circulated	
2.0 Directors - Declaration of conflict of interest, comments, suggestions			
3.0 Executive Director Report – Laurie Thompson			
	3.1	Review for information	
4.0 In-camera Session		<p>Moved that the board go in-camera. Moved by Anna Maria Seconded by Ron Van Denakker Carried</p> <p>Moved to go out of camera. Moved by Anna Maria Magnifico Seconded by Terry Wuertz Carried</p>	
5.0 Committee Reports			



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5.1 Executive Committee – Jeanette Edwards		
	5.11	Minutes of October 8, 2019 circulated for information
	5.12	<p>Decision, proposal letter, Shared Health/MIPS</p> <p>Reviewed draft of letter. Dr. Brock Wright has reviewed the letter.</p> <p>Moved that the board approve the joint letter of proposition as amended.</p> <p>Moved by Anna Maria Seconded by Ron Van Denakker Carried</p> <p>A ballot vote occurred for this motion.</p>
5.2 Board Development Committee – Susan Lessard Friesen and committee		
	5.21	<p>Discussion of board reflection tool took place. Board asked to forward any comments on the tool to the committee.</p> <p>Discussion on patient engagement and involvement opportunities.</p>
	5.22	Risk Management – reviewed work to date. Deferred discussion and decision on risk management.
5.3 Patient Safety Initiatives – Anna Maria Magnifico		
	5.31	<p>Dr. John Wade PS Initiatives Grant submissions</p> <p>The approved recipients are:</p> <p>Maggie Ireland and Jessica Brunskill- <i>Enhanced Recovery following Colorectal Surgery</i></p> <p>Vera Comerford <i>Reducing Medication Errors on an Acute Care Inpatient Unit</i></p>
	5.32	Reviewed suggested revisions to terms of



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		reference.  Moved that the terms of reference with recommended revisions be approved. Moved by Anna Maria Magnifico Seconded by Joy Tetlock Carried
5.4 Membership Committee - Kristine Hannah		
	5.41	Moved that there be no further action on the committee recruiting new members at this time pending organizational changes.  Moved by Kristine Hannah Seconded by Anna Maria Magnifico Carried
5.5 Finance Committee – Ron Van Denakker		
	5.51	Moved that the Quarter 3 projections be accepted as circulated.  Moved by Ron Van Denakker Seconded by Anna Maria Magnifico Carried
	5.52	Lease – update for information.  The lease has been drafted. We are waiting for Hazardous Materials Survey to be done.
	5.53	Investment report – reviewed for information.
5.6 Patient Safety Reporting and Learning Committee – Susan Lessard-Friesen		
	5.61	Susan Lessard Friesen provided an update on the status of the committee work and the project.
	5.62	The terms of reference were reviewed, as requested at the September 2019 board meeting, with suggested revisions.  Moved that the terms of reference be



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		approved with the edits discussed. Moved by Susan Lessard-Friesen Seconded by Anna Maria Magnifico Carried
6.0 Business Arising		
6.1 Board Committee Structure – Jeanette Edwards		
	6.11	Agreed to schedule Finance Committee and Audit Committee meetings together.
6.2 Appointment of Vice Chair and Treasurer – Jeanette Edwards		
	6.21	Vice Chair Moved that Deb Elias be appointed as Vice-Chair of the board. Moved by Anna Maria Seconded by Joy Tetlock Carried
	6.22	Treasurer Moved that Deb Elias be appointed as Treasurer of the board. Moved by Ron Van Denakker Seconded by Kristine Hannah Carried
6.3 Appointment of Committee membership – Jeanette Edwards		Reviewed poll of interest in committee membership and chair positions
	6.31	For agenda items 6.31 to 6.37  Moved that the directors named to positions/committees as circulated be approved. Moved by Anna Maria Magnifico Seconded by Terry Wuertz Carried
6.4 Cheque signing		
	6.41	The board carried a motion by email as per the following:  The following individuals will have signing authority on the MIPS chequing account: Deb Elias



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		Susan Lessard Friesen Laurie Thompson Jordan Blahnik - \$3,000 and over
7.0 New Business		
7.1 Board Performance Evaluation		
	7.1	Reviewed compiled results.
	7.2	No specific action required at this time.
7.2 Quarter 2 Board performance report - Laurie Thompson		
	7.21	Review and approve (sent Oct.15 and attached) Comments received and will be incorporated into the Quarter 4 report.
7.3 Board Strategic Plan Monitoring report - Jeanette Edwards		
	7.31	Reviewed for information.
7.4 Volunteer Program goals – Laurie Thompson		
	7.41	Moved that the goals of the volunteer program be approved with no changes to the November 2017 version. Moved by Ron Van Denakker Seconded by Deb Elias Carried
7.5 Board policy review - Jeanette Edwards		
	7.51	Policy review schedule GP-12 – Corporate Membership Moved that the policy be approved with the revisions circulated. Moved by Anna Maria Magnifico Seconded by Terry Wuertz Carried  GP – 10 - Board Evaluation Process Moved that the policy be approved as is with no changes. Moved by Anna Maria Magnifico Seconded by Terry Wuertz Carried



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8.0 Meeting evaluation		
	8.1	Meeting evaluation form completed by directors.
9.0 For Information		
	9.11	Scholarship update Revisions to Donor Relations version of the description and criteria are being made by Susan Lessard-Friesen, Kristine Hannah and Laurie Thompson
	9.12	Video conferencing Staff will test the videoconferencing at the first leading practice webinar January 29, 2020.
10.0 Events		Quality Forum, Vancouver February 26 – 27, 2020 (pre-forum February 25, 2020) Anna Maria and Kristine Hannah interested in attending. Others interested please inform Laurie Thompson by January 6, 2020.
11.0 Next Meetings		
		Board meeting March 5, 2020– 0800 am – 12:00 pm