



**BOARD OF DIRECTORS MEETING MINUTES**

Friday, March 14, 2014 at 9:00 a.m.  
Winnipeg Convention Centre, Winnipeg, MB

**Attendance:**

H. Azzam	P. Baker	J. Cox	L. Manning
G. McLennan	M. Montanti	S. Neel	J. Slater
B. Wright			

**Regrets:**

M. Perchotte	S. Gauthier	J. Stinson	P. Van Caesele
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**Staff:**

C. Conway	D. Labelle	T. Mangano	G. Whitehill
A. Kabani	P. Penner	P. Brennan	

**APPROVAL**

**1) Call to Order**

The Acting Chair (Dr. B Wright) called the meeting to order at 9:09 a.m.

**2) Approval of Agenda**

MOVED: M. Montanti  
SECONDED: H. Azzam

***CARRIED.***

**3) Approval of Board Minutes and Conflict of Interest**

Minutes were approved; no conflicts were declared.

**4) Strategic Discussion: Board Priority #4 – Engagement Strategy**

DSM provided the Board with an overview on how the organization responded to Board Communications and Public Relations goals for the 13/14 fiscal year. The overview also included how staff feedback from focus groups and the Lift the Lid Off Lab and Imaging Internal Campaign were incorporated into the 13/14 communications workplans and the 14/15 communications strategy. To view the presentation please visit DSM’s YouTube channel at:  
<https://www.youtube.com/watch?v=pgRMiBxDCTI>

DSM also updated the Board with respect to several communications initiatives currently underway such as a new patient-friendly external website, integrating social media to better connect with staff, new RHA co-branded DSM facility signage and co-branded staff Identification cards.

DSM acknowledged communication difficulties in reaching frontline staff across the province as many do not have access to computers or emails.

Discussion Points:

- Include staff in more collaborative decision making and discussion opportunities with senior management
- DSM is now hosting regular Charge Technologist meetings as an approach to engage this group in decision making and planning processes.
- Focusing on employee engagement is crucial; however, the organization must not lose focus on engaging with patients and ensuring this group remains a priority stakeholder in the 14/15 fiscal year.

**5) Standing Reports (Oversight)**

Board Chair Report

Postponed - M. Perchotte, Board Chair, away on vacation.

CEO Report

The Faculty of Medicine is currently recruiting for the position of Pathology Department Head. An external review was done of the Department Head Position and a copy of the report will be distributed to Board for further discussion at the next Board Meeting. The current Department Head's term is ending in June 2014. DSM is co-leading and has members on the selection committee.

DSM has a Service Level Agreement (SLA) for Academics and is finalizing a SL for Research with the UoM. DSM and UoM meet quarterly (Joint Council).

DSM recently entered into agreement with the Canadian Institute for Health Information to participate in the Choosing Wisely initiative.

The current iSTAT contract exceeds the CEO's signing authority and requires a Board motion for approval to allow J. Slater to sign the 5-year contact.

***Motion: To approve J. Slater to sign the 5-year iSTAT contact.***

MOVED: H. Azzam

SECONDED: S. Neel

***CARRIED***

Quality and Patient Safety Committee Report (QPSC)

Dr. P. Van Caesele will attend a Governing for Quality and Patient Safety course in his role as the QPSC Chair.

A report regarding communications in patient safety will be tabled for discussion at the April Board meeting.

The current Terms of Reference (ToR) suggest that a Board policy focused on Patient Safety be developed. The ToR will be redistributed to the Board and added to future agenda for discussion.

Finance Committee Report

Audit Plan – Ernst & Young presented the audit plan for this year and it was approved by the Finance Committee.

Funding Letter – MB Health Funding letters for 13/14 were issued.

3rd Quarter Update – It is projected that a \$400,000 deficit will exist at the end of the 13/14 fiscal year, however, a deficit management strategy is in place to address this issue.

2014-15 Budget – Baseline budget built on previous year forecast plus annualized cost and revenue adjustments, trended volume increases, and regional funding as well as contract wages (assumed to be funded). No additional volume or price increases were included. DSM will work with the Regional Health Authorities and Manitoba Health to formally begin to implement the funding model change previously approved by the Board.

***Motion: To approve the 2014/15 budget in principle, including the deficit management strategy with assumptions. Any further changes to be brought forward to the Board for approval.***

MOVED: M. Montanti  
SECONDED: H. Azzam

**CARRIED**

**6) Governance (Foundational Factors)**

Governance Committee Report

Deferred

**7) Board Q & A Session**

No questions.

**8) In-Camera Session** – The Board entered the session at 11:41 a.m.

**9) Adjournment**

***Next Meetings: Friday, April 11, 2014 at 9:00 a.m. at The Delta Hotel***