



# MINNESOTA ALLIANCE FOR PATIENT SAFETY

1300 GODWARD STREET NE | SUITE 2500 | MINNEAPOLIS, MN 55413

## Safe care. Everywhere.

### Minutes MAPS 2016 Executive Conference Committee

May 17, 2016 1:00-2:00 PM

John Murphy Conference Room

| Agenda Item  | Action  |
|--|---|
| 1. Welcome and review of minutes from April 19 Executive Conference Planning Committee (5 min) | Conference dates October 27-28, 2016<br><b>Attendees:</b> Cindy Morris, Peggy Westby, Melissa Jones<br>Staff: Kathy Welte, Betsy Currie   |
| 2. Discuss breakout sessions current description and next steps (30 min)                       | <ul style="list-style-type: none"> <li>• The Brochure has word limit 65-85 words for general sessions, 45-60 for breakout sessions. Also make sure titles are not too long. Kathy will finalize descriptions by the end of May.</li> <li>• Highest priority to finish finalizing sessions and information.</li> <li>• Coordinating chronic pain management session most uncertain right now. Kathy will meet with Tania Daniels regarding specimen handling session.</li> <li>• Speakers are concerned about the expected Fairview name change – we will handle as we are able based on the date it's received.</li> <li>• Mark Graber session content – new diagnostic team is our preferred subject for the breakout</li> </ul> |
| 3. Sponsor discussion (10 min)   | We have \$51,500 sponsored. We are still hoping for 10k more, to slightly exceed 2014. Mayo will sponsor lunch on Friday. Melissa will reach out to CentraCare. Cindy will reach out to some LTC facilities.  |
| 4. Conference “fun” events (15 min)  | <ul style="list-style-type: none"> <li>• Leave lunch with open seating based on past evaluations. Offer some options for preset table discussion sessions.</li> <li>• Consider how to use social media. Photo booth might be a good idea.</li> <li>• Have a mock vote. MHA has a ballot box.</li> <li>• Have some sort of drawing and prize</li> <li>• Add an objective about engagement to the conference description</li> <li>• Give early birds about 6 weeks</li> </ul>   |

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|            | <ul style="list-style-type: none"> <li>• Do another conference save the date in June with the registration opening date</li> <li>• Official brochure planned to only electronic and to be ready the end of July.</li> </ul> |
| 5. Adjourn | <p>Melissa Jones informed the group that she is leaving HealthPartners and joining CentraCare in St. Cloud.</p> <p>Next meeting-Tuesday, June 21, 2016, 1:00-2:30<br/>We will review the new objective.</p>                 |

Meeting materials:

- Minutes from April 19 executive conference planning committee
- Sponsorship information for 2016
- Updated breakout sessions descriptions, follow-up