



**Minutes of the Meeting of the Members
held Thursday, February 21, 2013, 5:00 p.m. – Executive Boardroom - CCMB**

PRESENT:

Board Members:

Dr. A. Naimark, Chair (6:15 phone)	Dr. J. Foerster	Ms. T. Mrozek
Mr. G. Tallon, Vice-Chair	Dr. G. Glavin	Ms. G. Paziuk
Mr. D. Popke, Secretary	Ms. G. Guiboche	Ms. W. Rudnick
Ms. B. Lillie, Treasurer	Ms. B. Hoffer-Steiman	Ms. D. Samatte
Dr. T. Magsino Barnabe	Ms. A. Kennedy	Ms. A. Stenning
Mr. G. Campbell	Mr. D. MacDonald	(to 6:10)
Ms. V. Derenchuk	Ms. A.M. Magnifico	

Management/Staff Members:

Dr. D. Dhaliwal	Ms. P. Aitchison
Mr. J. Peitsch	Ms. B. Smith, Recorder

Regrets:

Mr. L. DeJaeger, Past Chair	Ms. S. Boulter	Dr. F. Shore
Dr. A. Ahmed	Mr. B. Lee	

1.0 Welcome/Call to Order/Determination of Quorum/Approval of Agenda

1.1 Opening Remarks by Board Chair

Mr. G. Tallon served as A/Chair today. He called the meeting to order at 5:13 p.m. A quorum was achieved.

A welcome was extended to Ms. W. Rudnick, new Board member representing the St. Boniface General Hospital.

The agenda was distributed for review and approval.

RESOLVED that the agenda be approved.

2.0 Quality & Patient Safety Presentation

Ms. Pamela Johnston, Director, Quality, Patient Safety & Risk, presented to Board on CCMB's Quality Framework. She circulated copies of CCMB's model of Integrated Systems, and outlined achievements and challenges in 2012 and opportunities for 2013. As alluded to in the title of the presentation ("Keeping People Safe and at the Center of Care"), patient safety is a key component of quality at CCMB.

3.0 Minutes of January 17, 2013 for Approval

The minutes of the January 17, 2013 meeting were distributed for review and approval.

RESOLVED that the minutes of the January 17, 2013 meeting be approved as circulated.

Moved, Seconded and Carried

4.0 New Business

4.1 Items for Concurrence Without Debate

4.1.1 Granting of Privileges – none this month

4.2 Items for Ratification/Approval

4.2.1 December 31, 2012 Operating Statements

RESOLVED that Board approve the Financial Statements at December 31, 2012.

Moved, Seconded and Carried

4.3 Items for Discussion

4.3.1 Chair

4.3.1.1 Board Meeting Evaluation Results January 17, 2013 Meeting

Evaluation results from the January 17, 2013 Board meeting were circulated with the Board agenda package.

4.3.2 President and CEO

- Noted that a recommendation will be coming to Board in future concerning the development of data sharing agreements to transfer data from within CCMB – i.e. Cancer Registry
- Considerable work is being done to improve provincial services for palliative care, 80% of which entails cancer patients, particularly outside of the perimeter; and for the First Nations, Inuit & Metis population
- The search continues for a Medical Lead, Radiation Oncology Program & Head, Department of Radiation Oncology at CCMB; and a search is also underway for the position of Associate Director of the Manitoba Blood & Marrow Transplant Program with this position becoming vacant in July 2013
- The Challenge for Life Kick Off event for the annual 20-km walk taking place on June 8, 2013 took place last night

4.3.3 Finance & Audit Committee February 12, 2013

The Finance & Audit Committee met on February 12, 2013. The Chair's report was circulated with the Board agenda.

RESOLVED that Board approve the Audit Service Plan for the period ending March 31, 2013 as presented by KPMG.

Moved, Seconded and Carried

RESOLVED that Board approve the proposed audit fees for the period ending March 31, 2013.

Moved, Seconded and Carried

RESOLVED that Board approve the transfer of \$7.0 M debt and execution of the promissory note.

Moved, Seconded and Carried

RESOLVED that Board approve the 2013/14 Draft Operating Budget, subject to receipt of the Manitoba Health funding letter.

Moved, Seconded and Carried

4.3.4 Executive Committee February 14, 2013

The Executive Committee met on February 14, 2013 and considered the usual matters. It also discussed the process concerning the Risk Management Annual Report which has been distributed to the various Board committees for feedback by early March. Management will incorporate Committee feedback into a final version to be presented to March meetings of the Executive Committee and Board. The Executive Committee also considered and supported ongoing efforts for CCMB to purchase a Robotic Intravenous Automation (RIVA) unit as per agenda item 4.3.4.1 below.

4.3.4.1 RIVA Equipment Purchase

A Board briefing note was circulated with the agenda package. Attached was a recommendation from the Executive Committee for the purchase of a Robotic Intravenous Automation (RIVA) unit for the Pharmacy Department at CCMB's MacCharles site. The RIVA unit would enhance the care of patients and the health of the Pharmacy team by improving the safety and accuracy of IV admixture compounding. Intelligent Hospital Systems (IHS), which markets this product, is proposing to use CCMB as a demonstration site for prospective buyers.

RESOLVED that Board endorse the continuing efforts of the President and CEO to acquire the RIVA System, including the exercise of due diligence with respect to all terms and conditions associated with, but not limited to, purchase costs, installation, ongoing operating costs and System warranties.

Moved, Seconded and Carried

4.3.5 Quality and Patient Safety Committee February 19, 2013

The Quality and Patient Safety Committee met on February 19, 2013. Minutes from that meeting will be circulated with the March 21, 2013 Board agenda package.

4.3.6 Nominations & Governance Committee February 4, 2013

The Nominations & Governance Committee met on February 4, 2013. It will ask Board to consider a number of Board and committee appointments at its March 21, 2013 meeting.

4.3.7 Planning Committee

The Planning Committee will meet again on March 18, 2013.

5.0 Matters for Information

5.1 President and CEO Monthly Report

The President and CEO monthly report was posted on the Board portal today.

5.2 Board Committees

5.2.1 Finance & Audit Committee Minutes January 8, 2013

The minutes of the January 8, 2013 Finance & Audit Committee meeting were provided for information.

5.2.2 Executive Committee Minutes January 10, 2013

The minutes of the January 10, 2013 Executive Committee meeting were provided for information.

5.2.3 Community Advisory Council Minutes January 17, 2013

The minutes of the January 17, 2013 Community Advisory Council meeting were provided for information.

5.2.3.1 Community Advisory Council Key Messages January 17, 2013

Key messages from the January 17, 2013 Community Advisory Council meeting were provided for information.

5.3 Program or Service Unit Reports

Program or service unit reports circulated as per the Board Annual Work Plan included:

5.3.1 Provincial Oncology Drug Program (PODP)

5.3.2 Psychosocial Oncology/Patient & Family Support Services

5.3.3 Pediatric Hematology/Oncology

5.3.4 Medical Oncology & Hematology

5.4 Other

5.4.1 Highlights of January 17, 2013 Board Meeting

Highlights of the January 17, 2013 CCMB Board of Directors meeting were circulated with today's agenda package and will be posted on the CCMB Website alongside the January 17, 2013 Board minutes.

6.0 Private Meeting

6.1 Board and President & CEO

The Board and President & CEO went into an in camera session at 6:45 p.m.

6.2 Board Only

Board went into an in camera session at 7:11 p.m.

7.0 Conclusion

The meeting was adjourned at 7:27 p.m.

NEXT MEETING: Thursday, March 21, 2013 – 5:00 p.m.

_____	_____
Chair	Date
_____	_____
Secretary, Treasurer	Date