

Minutes of the Meeting of the Members
Held Thursday, February 19 2015 at 5:00 p.m. in the Executive Boardroom,
CancerCare Manitoba

PRESENT:

Board Members:

Ms. E. Bishop	Ms. S. Boulter	Mr. G. Campbell
Mr. J. Chipman	Mr. M. Evans	Ms. A. Kennedy (Secretary)
Ms. B. Lillie (Treasurer)	Mr. D. MacDonald	Ms. A.M. Magnifico
Ms. M. Mrozek	Ms. G. Paziuk	Ms. W. Rudnick
Mr. G. Tallon (Vice Chair)		

Board Members Present via Teleconference:

Dr. A. Naimark (Chair)	Ms. A. Stenning
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Management/Staff Members:

Dr. S. Navaratnam (President)	Mr. B. Funk	Ms. V. Wiebe
Ms. K. Peters	Ms. P. Aitchison (Recorder)	

Regrets:

Dr. G. Glavin	Ms. D. Samatte
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1.0 Call to Order/Meeting Overview

Mr. G. Tallon called the meeting to order at 5:10 p.m.

1.1 Welcome & Introductions

The Vice Chair presided over the meeting as the Chair is participating via teleconference.

1.2 Meeting Overview

The Vice Chair indicated that: topic 7.2 Capital Project Status Report would be moved forward in the agenda due to the teleconference participation of members. The Special Presentation time was delayed with the agreement of the presenter.

1.3 Review & Approval of Agenda

The agenda was approved as circulated.

Motion carried without dissent

2.0 Presentation – 2014 Year in Review

Ms. V. Bourrier, Director of Quality, Patient Safety & Risk presented on the state of preparedness at CCMB for the scheduled Accreditation Canada site visit in December 2015. The powerpoint will be posted to Diligent for members' information. Discussion points were:

The 3 appointed surveyors will meet with Board of Directors representatives. Red flags identified on the recent Governance Instrument Report are being addressed at Nominations & Governance. A Governance Instrument Survey will be conducted in early fall.

The 2015 site visit will be increased in duration to accommodate a site visit to the Western Manitoba Cancer Centre.

Those services to be accredited are within the jurisdiction of CCMB only.

The preparation focus is on the 13 items that were not met in the 2011 visit.

3.1 Board Minutes

MOVED by Anna Maria Magnifico, SECONDED by Wendy Rudnick that the minutes of the January 15, 2015 meeting be approved as circulated.

Motion carried without dissent

3.2 Board Meeting Evaluation

The Chair noted that a suggestion to complete and submit the Board meeting evaluation form electronically prior to the adjournment of the meeting should be considered.

3.3 Business Arising

Any items of business arising from the January 15, 2015 meeting were addressed in later sections of the agenda.

4.0 President's Office

4.1 Notable Events

This report was posted on DBCC. The President highlighted a few of the items. Board members were invited to comment on the format and information contained within this report as to whether it meets their expectations or requires adjustments.

5.0 For Information Only

5.1 Approved Committee Minutes and Highlights of Current Month's Proceedings

a) Nominations & Governance

The Chair of Nominations & Governance Committee (NGC) addressed the following items currently under discussion:

- Vacancy Rate for Ministerial Appointees to the CCMB Board

The Minister of Health met with the Chair of the Board and Chair of NGC to discuss the vacancy rate for Ministerial appointees to the Board. Concerns regarding impact on the ongoing work of the Board and the representation of Manitobans at the Board table was discussed. Resignations prior to term completion have been for a variety of reasons including changes to personal situations. Documentation has been shared with the Minister's office which addresses the expectations of Board members.

b) Planning

Chair of Planning expressed a formal note of thanks to all those involved in the Capital Project, specifically those involved at the working group level.

c) Finance & Audit

All items are reflected in the documents posted on DBCC.

d) Communications & Partner Relations

Agenda items at the February meeting focused on the Annual Progress Report themes and the Patient Handbook.

e) Executive

The February meeting reviewed routine matters and a report on the capital project which is reported on at item 7.2

f) Quality & Patient Safety

The recent change in meeting date/time has resulted in the minutes of the previous month being posted to DBCC just immediately prior to the Board meeting. Highlights of the February meeting included:

- Critical Incident Report : no new CIs and resolutions on outstanding CIs reviewed
- Updates received on the Urgent Care Clinic , the Sinclair Report, Hand Hygiene Report
- Presentation on Quality Indicators

5.2 Annual Progress Report 2014-15

A briefing note outlining potential themes for the Annual Progress Report 2014-15 was posted on DBCC. The report is to be submitted to Manitoba Health, Healthy Living and Seniors by September 30 2015.

MOVED and SECONDED that the Board accept the contents of the Annual Progress Report 2014-15 as posted in the February 2015 Briefing Note.

Motion carried without dissent

6.0 For Concurrence – Ex Debate

6.1 Medical Staff Privileges

MOVED by Susan Boulter and SECONDED by Anna Maria Magnifico that the Medical Staff Privileges for those physicians identified in the President's attestation be approved as posted.

Motion carried without dissent

7.0 For Discussion and/or Resolution

7.1 Financial Statements as at December 31, 2014

The Financial Statements presented to the Board as at December 31, 2014 indicated a projected deficit which will be further defined as feedback from Manitoba Health and Healthy Living and Seniors is received regarding funding of items currently under discussion.

It was MOVED by Finance & Audit Committee of the Board that the Financial Statements as at December 31, 2014 for CancerCare Manitoba be accepted as presented.

Motion Carried without dissent

7.2 Capital Project Status Report

Mr. Greg Tallon, Vice Chair of the CCMB Board, reported on the status of the land acquisition by CancerCare Manitoba Foundation (CCMF) which will provide the

foundation required space expansion at the CancerCare Manitoba MacCharles site. A memorandum was made available to Board members on DBCC.

This transaction has involved three parties (one of which is CCMF) and it is in the final stages of completion. CancerCare Manitoba Foundation passed a motion at its February 11 2015 Board meeting supporting the completion of the transaction and they have requested a motion of support in principle by the CancerCare Manitoba (CCMB) Board of Directors. It was noted that while CCMB is not a party to the transaction of the current purchase agreement, it is understood that this purchase is for the benefit of CCMB and that CCMF has acted with diligence in meeting CCMB's request for expansion on/or close to the current MacCharles property.

There will be ongoing legal and civic requirements which need to be addressed to continue the forward motion of this initiative, however, it is timely that the CCMB Board be presented with a progress to date and determine its current support of this project.

CancerCare Manitoba Foundation was praised for its ongoing dedication and support of CCMB as the latter continues to express its need for additional space to meet the required and projected cancer services of Manitobans. The project has been reported on at the Planning and Executive Committees of the CCMB Board.

Following a round table discussion

It was MOVED by Greg Tallon and SECONDED by Don MacDonald that;

WHEREAS, pursuant to the request of CancerCare Manitoba ("CCMB"), the CancerCare Manitoba Foundation Inc. ("CCMF") proposes to acquire certain real property in connection with the development of a new facility by CCMB:

BE IT RESOLVED THAT the CCMB Board of Directors endorses in principle; (a) the acquisition by CCMF from Manitoba Clinic Holding Co. Ltd. ("Manitoba Clinic") of property at 790 Sherbrook Street, Winnipeg, Manitoba, and property at 626 McDermot Avenue, Winnipeg, Manitoba, and; (b) the payment by CCMF of the purchase price payable by Manitoba Clinic to Shell Canada Limited for the property at 655 Notre Dame Avenue, Winnipeg, Manitoba, in substantial accordance with the information set out in the memoranda presented to the Board, together with such amendments thereto as may be approved from time to time by the Executive Committee of the Board.

Motion passed without dissent

8.0 Private Session

An in camera session with the CEO commenced at 7:05 p.m. as requested by the Treasurer.

9.0 Adjournment

It was MOVED and SECONDED that the meeting adjourned at 7:30 p.m.

Motion Carried

_____ Date

Chair

_____ Date

Secretary, Treasurer