



Minutes of the Meeting of the CCMB Board Members

Thursday, March 17, 2016 at 5:00 pm

Executive Boardroom (ON-4017), CancerCare Manitoba

PRESENT:

Board Members:

Mr. G. Tallon (Chair)	P	Ms. S. Boulter	P	Mr. G. Campbell	P
Mr. J. Chipman	P	Mr. M. Evans	P	Dr. G. Glavin	P
Ms. A. Kennedy (Secretary)	P	Ms. B. Lillie (Treasurer)	P	Mr. D. MacDonald	P
Ms. A.M. Magnifico	R	Mr. R. Shaffer	P	Dr. A. Naimark	P
Ms. G. Paziuk	P	Mr. R. Dhalla	P	Ms. Randi Gage	P
Ms. A. Stenning	P	Ms. E. Bishop	T	Ms. Fern Swedlove	P
Dr. S. Barakat	R	Dr. K. Van Ameyde	P	Judge Rocky Pollack	P

Management/Staff Members:

Dr. S. Navaratnam (CEO)	P	Dr. J. Butler (MSA President)	R	Ms. K. Peters (Exec Asst)	P
Dr. B. Schacter (Med Adv Brd)	P	Ms. V. Giesbrecht (Brd Coord)	P	Ms. I. Anderson (Brd Recorder)	P

Legend: P-attended in Person; T-attended via Teleconference; R-Regrets sent; A-Absent

1.0 Call to Order, Welcome and Introductions, and Approval of the Agenda

- The Chair called the meeting to order at 5:00 p.m.
- The Chair welcomed new Board members Dr. Ken Van Ameyde and Judge Rocky Pollack;
- The Chair noted the completion of Barb Lillie’s term as Chair of the Finance & Audit Committee of the Board at the end of March and thanked her for her valuable input over the past years in this role. Barb will continue as a member of the Committee.

It was MOVED by Dr. Glavin and SECONDED by Ms. Gage that the Agenda be approved as circulated.

Motion Carried without dissent

2.0 Special Presentation: Provincial Oncology Drug Program (PODP)

- Mr. Marc Geirnaert, Director of the Provincial Drug Program, provided a presentation on the program. Highlights included the increase in availability and use of oral chemotherapy drugs, a trend towards molecular testing to allow for selection of best treatment for individual patients, the process and criteria for selection of new cancer drugs and budget impacts, the ongoing challenge of drug shortages and the lack of a provincial inventory system for oncology drugs.

3.0 January 21, 2016 Meeting

It was MOVED by Ms. Boulter and SECONDED by Mr. Campbell that the appended minutes of the January 21, 2016 meeting be approved.

Motion Carried without dissent

- The appended Highlights of Board Minutes to be posted on the CCMB website were noted.
- There were no matters of business arising from the minutes, other than those dealt with in other parts of the Agenda.

4.0 President's Report to the Board – February & March 2016

- Dr. Navaratnam reviewed the highlights of this monthly report as appended and answered questions that arose.

5.0 Matters for Discussion and/or Resolution – Nardia maharaj and Karen Kwong

- The Chair of the Finance & Audit Committee recommended that the Board approve the proposed audit fees for the current year, with a 1.2% increase over the previous year.

Motion Carried without dissent

5.1 Proposed 2016/17 Operating Budget

The Finance & Audit Committee recommended to the Board that the budget as presented be approved. Nardia Maharaj provided a presentation with details of the 2016/17 operating budget and the rigorous steps taken to complete the process.

General discussion followed. Consideration will be given to including with the budget, a letter from the Board Chair to the Minister and Deputy Minister relaying concerns on the level of funding related to volume growth and concerns in submitting a deficit budget given our past history of efficiencies and responsibility of public accountability.

It was MOVED on behalf of the Finance and Audit Committee that the 2016/17 Operating Budget as presented be ratified, confirmed and approved by the Board.

Motion Carried without dissent

5.2 Financial Statement – January 31, 2016

The appended financial statements for the period ending January 31, 2016 were reviewed with highlights provided by the Chair of the Finance & Audit Committee.

It was MOVED on behalf of the Finance and Audit Committee that the Financial Statements be approved by the Board.

Motion Carried without dissent

5.3 Board and Committee Appointments

5.3.1 Vice Chair

The Chair of the Nominations & Governance Committee recommended the nomination of Mr. Jeoff Chipman as Vice Chair of the Board.

Motion Carried without dissent

5.3.2 Chair, Finance and Audit

Alyson Kennedy, a member of the Finance & Audit Committee and Board member, will take on the role as Chair of the Committee effective April 1st. Barb Lillie will continue as an external member of the Committee.

5.3.3 Committee Member – Finance and Audit

New Board member, Mr. Romel Dhalla, will join the Finance and Audit Committee as a Committee Member effective immediately.

6.0 Matters For Information

6.1 Approved Committee Minutes & Highlights

The Board received the latest approved minutes of meetings of the standing committees and the highlights of more recent meetings of which had not yet been considered and approved (as appended documents).

- The Chair of the **Nominations and Governance Committee (NGC)** noted next month's meeting to take place at the St. Boniface site to show support for and increase Board understanding of that site. A tour of the CCMB St. Boniface site will take place prior to the Board meeting. Planning is underway for the next AGM to be held in October.
- The Chair of the **Facilities Planning & Development Committee** reported on the first Capital Project Steering Committee held March 3rd with representation from CCMB/Board, CCMF/Board and Manitoba Health with the purpose of facilitating the planning and implementation of the capital project. First tasks of the Committee are to develop a Terms of Reference, organizational chart for reporting purposes, and review of roles and responsibilities. The Facilities Planning & Development Committee meeting discussion included governance matters and the role of the Committee to the capital project.
- The Board Chair commented on current activities of the **Executive Committee**. The Chair attended the recent meeting with the Minister of Health and all CEOs, RHAs and Board Chairs. There was discussion on a business case for preventative medicine, a topic of great importance to CCMB for cancer prevention, and one which Dr. Navaratnam had submitted a Briefing Note to the Deputy Minister. A governance session for management and board members will be arranged for all members.
- The Chair of the **Community Engagement Committee** reported on the first meeting of this committee held in February. The Terms of Reference were reviewed and a presentation on the activities of CCMB's Community focus group was provided. The next meeting will be held in June. It is anticipated that more members will be added to the committee.

- The **Communications & Partners Relations** met recently and have been challenged in a number of areas including membership and admin support. The Committee is involved in the development of the Annual Progress Report, on which work has begun.

6.2 The Board received the appended **Briefing Notes** providing information and updates on the **Annual Security Report** and **Pharmacy Annual Report**. There was no discussion.

7.0 Matters For Concurrence without Debate

There were no matters for discussion.

8.0 Private Session

8.1 With CEO

8.2 Without CEO – Annual CEO Assessment Report

The Chair delivered his annual CEO assessment report.

9.0 Closing Remarks & Adjournment

The meeting was adjourned at 7:30 p.m.

The next meeting will be Thursday, April 21, 2016, at the St. Boniface Hospital site.