



Minutes of the Meeting of the CCMB Board Members

Thursday, June 22, 2017, 4:00-7:00 p.m.

Executive Boardroom, ON4017, 675 McDermot Avenue, CCMB

PRESENT:

Board Members:

Mr. G. Tallon (Chair)	P	Dr. G. Glavin	R	Judge R. Pollack	P
Mr. J. Chipman (Vice Chair)	R	Mr. D. MacDonald	P	Mr. R. Campbell	P
Ms. A. Kennedy (Sec/Treas)	P	Mr. M. Evans	P	Ms. K. Kumedan	P
Dr. A. Naimark	P	Mr. R. Shaffer	P	Mr. J. London	P
Dr. B. Schacter (Med Adv Brd)	P	Mr. R. Dhalla	P	Mr. D. Mortimer	P
Ms. A.M. Magnifico	P	Ms. R. Gage	R	Mr. V. Warden	P
Ms. G. Paziuk	P	Ms. F. Swedlove	P		

Dr. S. Navaratnam (CCMB CEO)	P	Dr. J. Butler (MSA President)	R	Ms. K. Peters (Exec Asst)	R
Ms. A. Stenning (CCMF CEO)	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

A dinner reception with CCMB senior leaders was held at 4:00 p.m. The Board meeting began at 5:00 p.m.

1.0 Call to Order, Welcome, Review & Approval of the Agenda

- The Chair called the meeting to order at 5:00 p.m.
- Members were reminded to complete and return the Roles and Responsibilities document due today.

It was MOVED and SECONDED that the Agenda be approved with the change as noted.

Motion Carried without dissent

2.0 Special Presentations

2.1 President’s Report

Dr. Navaratnam provided a presentation reviewing the events of January to June 2017 including the current challenges faced in healthcare and CCMB’s strategy to maintain service excellence while facing challenges. Dr. Navaratnam invited executive team members to highlight major projects currently underway as a supplement to her report.

2.2 Performance Indicators

Dr. Donna Turner provided an update on performance indicators being prepared for public reporting on the CCMB website by the fall of 2017.

2.3 Annual Progress Report

Ms. Judy Edmond provided an overview of the draft version of the Annual Progress Report (APR), reporting on Manitoba Cancer Plan’s six strategic directions. The final version will be reviewed at the September Board meeting, for approval by the Board. A suggestion was

made to consider use of a microsite where the APR could be placed digitally to track public interest in the document.

2.4 Website Preview

Ms. Ginette Bazin provided a review of the CCMB website redevelopment planned to replace the current website by fall 2017. Over the summer months it will be tested internally.

3.0 May 18 2017 Meeting

It was MOVED and SECONDED that the appended Minutes of the May 18 2017 Board Meeting be approved.

Motion Carried without dissent

- The appended Highlights of Board Minutes to be posted on the CCMB website were noted.
- Board Meeting Evaluation – The Chair thanked members for continuing to complete the evaluations following meetings.
- There were no matters of business arising from the minutes, other than those dealt with in other parts of the Agenda.

4.0 For Information Only

4.1 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 Board Chair provided an update for the **Facilities Planning and Development Committee**. The subcommittee, CCMB and CCMF Joint Capital Project Strategy Group, continue to examine alternate methods of funding and construction. Initial presentations on P3 have been received via teleconference. One consultant will provide a second presentation in-person in June. Meetings will continue through the summer to continue planning for the Capital Project.
- Activities of the **Community Engagement Committee** include participating in part of the website redevelopment, and approval of the Committee work plan for next year.
- The Chair of the **Quality and Patient Safety Committee** noted recent activities including an annual review of critical incidents and the process of implementation of recommendations related to critical incidents. The Committee approved its annual work plan.
- The Chair of the **Nominations & Governance Committee** provided the following updates:

- A reminder to members to complete and return the annual board self-assessment survey;
- Committee review and approval of Board work plans to ensure legislative requirements are met;
- Terms of Reference for Committees are being reviewed for consideration of implementing term limits for external committee members;
- The Annual General Meeting scheduled for October is being planned;
- The Board annual work plan will be reviewed by the Board in September, for approval;
- Mr. Jack London has consented to join the Committee and Mr. Greg Tallon has agreed to take on the role of Committee Chair, replacing Mr. Don MacDonald whose Board term has expired.

It was MOVED and SECONDED that the appointments be approved.

Motion Carried without dissent.

- The Board Chair provided highlights of the **Executive Committee** and noted the following term completions:
 - Board members completing their terms in June 2017 are Dr. Arnold Naimark, Mr. Don MacDonald, and Ms. Gloria Paziuk. The Chair thanked these long-standing members for their commitment to CancerCare Manitoba. They will all remain active on Board Committees.

4.2 Advisory Medical Board

Dr. Schacter provided highlights of the Advisory Medical Board's recent meeting:

- Review and approval of the Terms of Reference;
- A presentation from Dr. Helmut Unruh, Head of Surgical Oncology, on setting and implementing provincial standards for cancer surgery.

4.3 Briefing Note: Privacy Officer's Annual Report – Part I – FIPPA

4.4 Briefing Note: Privacy Officer's Annual Report – Part 2 – PHIA

The Board received the Privacy Officer's Annual Report for FIPPA and PHIA for information.

4.5 Board and Committee Meeting Dates

The Board received the 2017-2018 meeting dates for Board and Committees for information.

5.0 Discussion and/or Resolution

5.1 Financial Statements as at March 31, 2017

The Chair of the **Finance & Audit Committee** reviewed the financial statements as provided. On completion of the annual audit, KPMG presented the 2016/17 financial statements to the Committee, for final approval by the Board.

It was recommended by the Finance and Audit Committee that the 2016/17 Financial Statements as at March 31, 2017 be approved by the Board.

Motion Carried without dissent

5.2 Financial Deficit Plan Update

Discussed as part of 5.1.

5.3 Cancer Project Update

As reported in 4.1, Facilities Planning and Development Committee.

6.0 Matters For Concurrence without Debate

There were no matters for discussion.

7.0 Private Session

7.1 With CEO

Discussion was held.

7.2 Without CEO

Discussion was held.

8.0 Closing Remarks & Adjournment

The meeting was adjourned at 6:50 p.m.