



**Minutes of the Meeting of the Members
held Thursday, May 17, 2012, 5:00 p.m. – Executive Boardroom - CCMB**

PRESENT:

Board Members:

Dr. A. Naimark, Chair	Ms. J. Cox	Mr. B. Lee
Mr. G. Tallon, Vice-Chair	Ms. V. Derenchuk	Mr. D. MacDonald
Mr. L. DeJaeger, Past Chair	Dr. J. Foerster (to 6:48)	Ms. A.M. Magnifico
Mr. D. Popke, Secretary	Dr. G. Glavin	Ms. D. Samatte
Ms. B. Lillie, Treasurer	Ms. G. Guiboche	Ms. A. Stenning
Ms. T. Magsino Barnabe	Ms. B. Hoffer-Steiman	Dr. D. Wall
Ms. S. Boulter (to 6:05)	Ms. A. Kennedy	
Mr. G. Campbell		

Management/Staff Members:

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

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

1.1 Opening Remarks by Board Chair

1.1.1 Welcome to New Member Dolores Samatte

The Chair called the meeting to order at 5:16 p.m. A quorum was achieved.

A welcome was extended to Ms. D. Samatte, new Minister of Health appointee to the Board.

The agenda was distributed for review and approval.

RESOLVED that the agenda be approved.

Moved, Seconded and Carried

2.0 Special Presentations

2.1 CCMB Clinical Ethics Committee

Ms. K. Suderman, Chair, Clinical Ethics Committee and Dr. G. Harding, Medical Oncologist/CCMB Ethicist, updated the Board on CCMB's Clinical Ethics Committee which:

- Supports CCMB staff in caring for patients/families/clients in a way that is ethically sound, and facilitates discussion when difficult ethical issues arise
- Encourages staff by various means to live the values and code of ethics of CCMB in everyday practice
- Reviews Accreditation Canada standards in relation to ethics
- Participates in education sessions including Ethics Week and WRHA Ethics Networking Session

- Reviews (Chair) all Electronic Reporting Learning System (ERLS) reports, with Committee receiving quarterly reports on conduct/ethical issues
- Consults both formally and informally

3.0 Minutes of April 19, 2012 for Approval

The minutes of the April 19, 2012 meeting were distributed for review and approval.

RESOLVED that the minutes of the April 19, 2012 meeting be approved as circulated.

Moved, Seconded and Carried

3.1 Business Arising

Highlights of the April 19, 2012 CCMB Board of Directors meeting were circulated with today's agenda package and will be posted on the CCMB Website alongside the April 19, 2012 Board minutes.

4.0 New Business

4.1 Items for Concurrence Without Debate

4.1.1 Granting of Privileges

RESOLVED that Board approve the granting of privileges as presented.

Moved, Seconded and Carried

It was agreed that future privilege requests be accompanied by short biographies.

4.2 Items for Ratification/Approval

4.2.1 Regional Health Plan 2013/14

Circulated with today's agenda package was a summary of the 2013/2014 Regional Health Plan, the Management Letter as prepared by the President & CEO, and powerpoint presentation given today by Mr. J. Peitsch, Chief Operating Officer. The 2013/14 Regional Health Plan, as approved by the Finance & Audit Committee, is to be submitted to Manitoba Health by June 1, 2012.

RESOLVED that Board approve the 2013/14 Regional Health Plan, recognizing that the 2012/13 funding levels are estimated.

Moved, Seconded and Carried

A one-paged fact sheet describing the scale of activities that go on at CCMB will be circulated with the June 21, 2012 Board agenda package.

4.3 Items for Discussion

4.3.1 Chair

- A thank you was extended to all Board members who filled in evaluation forms for the last Board meeting, whether on the portal or by hard copy
- In future full comments will be provided to Board vs paraphrasing of same

4.3.2 President and CEO

- Regarding the Manitoba Cancer Patient Journey Project, President & CEO reported that Breast Cancer has been confirmed as the first demonstrating disease site for transformation; Board will receive a fuller report on this project in early fall
- Manitoba Health approval of Medical Staff By-laws is pending, due partly to the amalgamation of RHAs from 11 to 5, and future standardization of all Medical Staff By-laws
- Discussion concerning development of new terms of reference for the Medical Advisory Board is now before the Nominations & Governance Committee

4.3.3 Executive Committee

A written report on the May 10, 2012 meeting was circulated with the agenda.

4.3.4 Finance and Audit Committee

A written report on the May 8, 2012 meeting was circulated with the agenda.

4.3.5 Quality and Patient Safety Committee

A written report on the May 15, 2012 meeting was posted on the Board portal.

4.3.6 Orientation for New Board Members

An orientation session for new Board members is scheduled for the afternoon of May 25, 2012, to be delivered by the Board Chair, Past Chair, Chair of Nominations & Governance Committee, and President & CEO. All members are welcome to attend.

4.3.7 Western Manitoba Cancer Centre Anniversary News Event

A written report on an anniversary news event being planned on the Western Manitoba Cancer Centre (WMCC) was circulated with the agenda.

4.3.8 Planning Committee

The Board Chair provided a recap of discussion that took place at the last Board meeting regarding capital developments. A planning report on capital developments will be circulated with the June 21, 2012 Board agenda package.

5.0 Matters for Information Only

5.1 President and CEO Monthly Report

The President & CEO's Monthly Report was circulated with the Board agenda for information.

5.2 Board Committees

5.2.1 Finance & Audit Committee Minutes April 10, 2012

The minutes of the April 10, 2012 Finance & Audit Committee meeting were provided for information.

5.2.2 Executive Committee Minutes April 12, 2012

The minutes of the April 12, 2012 Executive Committee meeting were provided for information.

5.2.3 Quality & Patient Safety Committee Minutes April 17, 2012

The minutes of the April 17, 2012 Quality & Patient Safety Committee meeting were provided for information.

5.2.4 Community Advisory Council Minutes April 19, 2012

The minutes of the April 19, 2012 Community Advisory Council meeting were provided for information.

5.2.4.1 Community Advisory Council Key Messages April 2012

Key messages from the April 19, 2012 Community Advisory Council meeting were provided for information.

5.2.5 Nominations & Governance Committee Report May 9, 2012

A written report on the May 9, 2012 meeting was circulated with the agenda.

5.3 Program or Service Unit Reports

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

5.3.1 2011-12 Fiscal Year Critical Incident Analysis Report

5.3.2 Workplace Security Annual Report

5.3.3 Annual Construction Report

5.3.4 Privacy Officer Annual Report/FIPPA

5.3.5 CervixCheck Screening Program Annual Report

Discussion ensued regarding reports 5.3.1 and 5.3.4.

5.4 Other

5.4.1 The Navigator (May) – circulated for information.

5.4.2 Prostate Dinner

Congratulations were extended to Ms. A. Stenning and the CancerCare Manitoba Foundation on the outstanding Gold-Plated Evening held May 14, 2012 in support of prostate cancer. This event attracted 818 people.

6.0 Private Meeting – no private meetings held this evening.

6.1 Board and President & CEO

6.2 Board Only

7.0 Conclusion

The meeting was adjourned at 7:05 p.m.

NEXT MEETING: Thursday, June 21, 2012 – 4:30 p.m.

Chair

Date

Secretary, Treasurer

Date