



Minutes of the Meeting of the Members
Held Thursday, December 18 2014 at 5:00 p.m. in the Atrium, Buhler Research Centre,
Bannatyne Campus (University of Manitoba)

PRESENT:

Board Members:

Dr. A. Naimark, Chair	Ms. E. Bishop	Ms. S. Boulter
Dr. J. Butler	Mr. G. Campbell	Mr. M. Evans
Dr. G. Glavin	Ms. A. Kennedy (Secretary)	Mr. D. MacDonald
Ms. A. Magnifico	Ms. T. Mrozek	Ms. G. Paziuk
Ms. W. Rudnick	Ms. A. Stenning	Mr. G. Tallon (Vice Chair)

Management/Staff Members:

Dr. H. Unruh	Mr. B. Funk	Ms. V. Wiebe
Ms. K. Peters	Ms. P. Aitchison (recorder)	

Guests:

Dr. J. Foerster	Dr. B. Schacter
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Regrets:

Mr. J. Chipman	Ms. B. Lillie (Treasurer)	Ms. S. Mazur
Ms. D. Samatte	Dr. S. Navaratnam	Dr. R. Kumar

1.0 Call to Order/Meeting Overview

Dr. A. Naimark called the meeting to order at 5:10 p.m.

1.1 Welcome & Introductions

The Chair expressed the gratitude of the Board of Directors for Dr. John Foerster's service as Chair, Advisory Medical Board (AMB). The Chair introduced Dr. Brent Schacter as a corporation appointee to the AMB pending approval by the Lieutenant Governor in Council. Once approved Dr. Schacter will assume the Chairmanship of the AMB as the Board's appointee in that capacity to succeed Dr. Foerster. Biographical information on Drs. Foerster and Schacter is available on Diligent Boardbooks/CancerCare (DBCC).

Dr. Foerster thanked the Board for its many years of support and for the opportunity to assist Manitobans requiring cancer care services over the past 56 years. He expressed his deep gratitude to Dr. Lyonel Israels for his vision, leadership and the mentorship role that he played in Dr. Foerster's career.

1.2 Meeting Overview

The Chair indicated that due to the absence of the President the Interim Vice President of Clinical Services would speak to any questions regarding agenda item 4.1 Highlights of 2014 in Review.

1.3 Review & Approval of Agenda

The agenda was approved as circulated.

Motion carried without dissent

2.0 Presentation –

No presentation was scheduled for the December 18 2014 CCMB Board of Directors meeting.

3.0

3.1 Board Minutes

The minutes of the November 20, 2014 meeting were distributed for review and approval. It was:

Moved by Anna Maria Magnifico, seconded by Dr. Gary Glavin that the minutes of the November 20, 2014 meeting be approved in principle pending editorial revisions.

Motion carried without dissent

3.2 Board Meeting Evaluation

The Chair noted that it would be helpful if members put their names on the meeting evaluation forms so that he could contact individual respondents if he wished to get clarification of comments made in order to take appropriate action. If members wished to provide certain comments about meeting proceedings in confidence, they are encouraged to contact the Chair directly.

3.3 Business Arising

There was no business arising from the November 20, 2014 meeting considered.

4.0 President's Office

4.1 Highlights of 2014 in Review

A report was provided on DBCC outlining highlights of 2014. The Chair invited Board members to address any specific items in the report through the Interim VP Clinical Services (Dr. H. Unruh). A further presentation on this topic by the President is scheduled for January 15 2015 Board meeting.

4.2 Notable Events

This report for December 2014 was posted on the DBCC . It was noted that the development of the Manitoba Cancer Plan 2016-20 is ongoing and will take into account the November 7 – 8, 2014 CancerCare Manitoba Strategic Forum: Cancer Care for the Next Decade.

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 noted that there are ongoing concerns with the rate of turnover of ministerial appointees to the Board. This is especially concerning during the Accreditation Canada preparation year (site visit scheduled for December 2015).

He noted that the Nominations & Governance Committee is also reviewing the Board workplan and meeting schedule with a view to increasing efficiencies. A revised schedule will be implemented for September 2015. A concern was raised by a Board member that care should be taken to ensure that sufficient time is made available for fuller reporting and discussion on , notably for example patient safety and quality issues.

It was noted going forward that recruitment of board members with expertise in information management would be highly advantageous.

b) Planning

The Vice Chair of the Board reported that the discussions with regard to the second building are proceeding. Representatives of the buyer and seller continue to move forward without any insurmountable issues. The seller remains committed to the project and in that light CCMB is moving forward with background work including an update of the functional plan. The Province is being kept aware of this project as it moves forward and terms of reference for a Steering Committee for the capital project are being developed. Until the conclusion of the sale and all agreements are in place information regarding the building are to be treated as confidential.

c) Finance & Audit

It was noted that the approval of a deficit budget was predicated on the desire to allow discussions with MHLS officials to progress in the hope that funding related to certain special initiatives might mitigate the intense fiscal constraint and reduce the potential drain on reserves built up over several years to support critical investments. The impact of the recently announced federal funding envelope on Manitoba's finances is yet to be finalized.

d) Executive

The Chair noted that all matters addressed by the Executive Committee are reflected in other items on the Board agenda. The Board workplan is a priority and will be available to the Board for review at the January 15 2015 meeting.

e) Quality & Patient Safety

The Chair of Quality & Patient Safety noted that a detailed informative presentation on the Ebola virus and CCMB's state of readiness was presented at its December 16th meeting. Highlights of that meeting are available through the DBCC site.

5.2 Winnipeg Cancer Hub

The Vice President & Chief Officer, Patient Services spoke to this report indicating that the initiative newly opened (December 08 2014) and is phasing in access to this virtual hub ensuring that all associated cancer services required are available.

6.0 For Concurrence – Ex Debate

6.1 Medical Staff Privileges

Based on the President's attestation as to the candidate's qualifications, and, that due process had been followed, and in respect of her recommendation, it was accepted that Dr. Saranya Kakumanu be granted appointment as Radiation Oncologist, term (December 08 2014 – February 28 2015). This category will be revised with Board approval once all applicable paperwork is finalized.

It was MOVED and SECONDED that the President's recommendation concerning the appointment of Dr. S. Kakumanu be approved as term (December 08 2014 – February 28 2015).

Motion Carried without dissent

7.0 For Discussion and/or Resolution

7.1 Financial Statements as at October 31 2014

The Financial Statements presented to Board as at October 31, 2014 indicated a projected deficit of \$1.7M that is to be addressed during the remainder of the fiscal year.

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

Motion Carried without dissent

8.0 Private Session

No private session was required at this meeting.

9.0 Adjournment

It was MOVED by Ms. Boulter and Seconded by Ms. Magnifico that the meeting adjourn at 6:30 p.m.

Motion Carried

Chair

Date

Secretary, Treasurer

Date