



**Minutes of the Meeting of the CCMB Board Members**

Thursday, November 16, 2017, 5:00-7:00pm

(Dinner at 4:30pm)

Executive Boardroom, ON4017, 675 McDermot Avenue, CCMB

**PRESENT:**

**Board Members:**

Mr. G. Tallon (Chair)	P	Mr. R. Shaffer	T	Mr. V. Warden	P
Mr. J. Chipman (Vice Chair)	P	Ms. R. Gage	P	Mr. Matt Bolley	P
Ms. A. Kennedy (Sec/Treas)	P	Judge R. Pollack	P	Ms. Susan Graham	P
Dr. B. Schacter (Med Adv Brd)	P	Mr. R. Campbell	T	Ms. Darlene Grantham	T
Ms. A.M. Magnifico	P	Ms. K. Kumedan	P	Dr. Karen Juce	P
Dr. G. Glavin	P	Mr. J. London	P	Ms. Nimmi Ramgotra	P
Mr. M. Evans	P	Mr. D. Mortimer	P	Ms. Mary Beth Taylor	R

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. K. Peters (Exec Asst)	P
Ms. A. Stenning (CCMF CEO)	P	Ms. A. Saj (Brd Coord)	P	Ms. I. Anderson (Brd Recorder)	P

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

Invited Guests: Dr. Piotr Czaykowski, Chief Medical Officer, and Mr. Paul Penner, Chief of Clinical Operations.

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

- The Chair called the meeting to order at 5:00 p.m.
- There were no additions or revisions to the agenda.

**It was MOVED and SECONDED that the Agenda be approved as distributed.**

***Motion Carried without dissent***

**2.0 Special Presentation**

**2.1 WRHA Oncology Transfer – Dr. Czaykowski and Mr. Penner**

The presentation included an overview and history of the WRHA Oncology Program and events leading to the transfer of the Program to CCMB. Discussion followed.

**3.0 October 19, 2017 Meeting Minutes**

**It was MOVED and SECONDED that the appended Minutes of the October 19, 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 responses 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 Office

##### 4.1 President's Report

Dr. Navaratnam provided highlights of her written report focusing on the last six months of 2017, including the rising cancer incidence and strategies to achieve sustainability.

#### 5.0 For Information Only

##### 5.1 Approved Committee Minutes & Highlights of Current Month's Proceedings:

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 **Quality and Patient Safety Committee** provided highlights:
  - The Committee received an update on the Critical Incidents process.
  
- The Chair of the **Communications Committee** provided highlights:
  - Judge Pollack has taken on the role as Chair of the Committee;
  - The new website will be available to try out at CCMB before going live; Board members will be given opportunity to do this and will receive dates when this will be available.
  - A change in format for the next AGM is being considered to raise the profile of the AGM as a public event.
  
- The Board Chair noted the following for the **Finance and Audit Committee**:
  - Ms. Kennedy has completed her term as a director and Chair of the Committee. The Chair thanked Ms. Kennedy for her service and advised that she will remain on the Committee as an external member.
  - Mr. Vince Warden has been appointed as Committee Chair.
  
- The Chair of the **Facilities Planning and Development Committee** provided highlights:
  - Reimagining the Capital Project – a meeting of the Strategy Group is scheduled to review the final report from the consultants. The timeline and next steps before returning to government with the new project will be discussed. Board members will be kept informed on progress.
  - Appreciation was offered to CancerCare Manitoba Foundation for their time, efforts and funding made available to continue this project.

##### 5.2 Advisory Medical Board – Dr. Brent Schacter

- There was no report. The Advisory Medical Board will meet again in January.

##### 5.3 Briefing Note: Patient and Family Support Services

The Board received the above Report for information. There was some discussion on the need for continued resources to maintain psychosocial support services for patients.

## **6.0 Discussion and/or Resolution**

### **6.1 Appointment of Auditor**

*It was recommended by the Finance and Audit Committee that KPMG LLP be appointed as auditor for 2017/18.  
Motion Carried without dissent*

### **6.2 Financial Statements – September 30, 2017**

#### **6.2.1 Income Statement**

#### **6.2.2 Balance Sheet**

The Chair of the **Finance & Audit Committee** provided a brief overview of the financial statements of September 30, 2017. A deficit is still projected for year end.

*It was recommended by the Finance and Audit Committee that the 2016/17 Financial Statements as at September 30, 2017 be approved by the Board.*

*Motion Carried without dissent*

### **6.3 Financial Deficit Plan Update**

In camera discussion.

### **6.4 Cancer Project Update**

As provided by the Chair of the Facilities Planning and Development Committee under 5.1.

## **7.0 Matters For Concurrence without Debate**

There were no matters for discussion.

## **8.0 Private Session**

### **8.1 With CEO**

Discussion was held.

### **8.2 Without CEO**

There was no discussion.

## **9.0 Closing Remarks & Adjournment**

The meeting was adjourned at 7:00 p.m.