



Board of Directors

Minutes of Meeting

Thursday, April 18, 2019, 5:00-7:00pm

Executive Boardroom, ON4017, 675 McDermot Avenue

PRESENT:

Board Members:

Mr. J. Chipman (Chair)	P	Mr. R. Campbell	P	Mr. M. Bolley	P
Mr. D. Mortimer (Vice-Chair)	P	Mr. J. London	P	Ms. D. Grantham	P
Mr. V. Warden (Treasurer)	P	Dr. Gary Glavin	R	Dr. K. Juce	P
Mr. M. Evans (Secretary)	P	Ms. S. Graham	R	Ms. M.B. Taylor	P
Dr. B. Schacter (Med Adv Brd)	P				

Mr. G. Tallon (Past Chair, by invitation)	P	Dr. D. Houston (MSA President)	P	Dr. S. Navaratnam (CCMB CEO)	P
Ms. A. Stenning (CCMF CEO)	P	Ms. K. Peters (Exec Asst)	P	Ms. V. Giesbrecht (Brd Coordinator\Recorder)	P
Dr. D. Turner (Guest)					

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

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

- The Chair called the meeting to order at 5:00 p.m.

**It was MOVED and SECONDED that the Agenda be approved
*All in favour and approved.***

2.0 March 21, 2019 Meeting Minutes

It was MOVED and SECONDED that the appended Minutes of the March 21, 2019 Board Meetings be approved.

All in favour and approved.

- The appended Highlights of Board Minutes to be posted on the CCMB website were noted.
- Board Meeting Evaluation – Members were reminded to complete the evaluation following Board meetings. Members are also encouraged to provide comments during the meeting, for discussion.
- There were no matters of business arising from the minutes, other than those dealt with in other parts of the Agenda.

3.0 Special Presentation

3.1 Highlights of the Annual Risk Management Report for 2018

Dr. Donna Turner advised the Board that CancerCare Manitoba undertook a major risk management system change in 2018, adopting the HIROC (Healthcare Insurance Reciprocal

of Canada) system to classify the risks. As a result of using this system, CCMB was able to reduce the number of risks evaluated from 574 to 270. The number of risks in the high category stayed the same as in the previous year (2017) at seven. There were no risks in the highest risk category.

Dr. Turner briefly reviewed the HIROC system, CCMB's seven risks in the high category, the mitigation in place, and mitigation required in 2019.

4.0 President's Office

4.1 President's Report to the Board

Dr. Navaratnam provided a written report which was included in the meeting package. She provided a verbal update on provincial clinical and preventive service planning, new legislation, operational review, and enhanced reporting.

Regarding enhanced reporting and specifically the Executive Scorecard, it was agreed that once the report is implemented, it will be provided to the Board on a monthly basis for information.

Dr. Navaratnam provided an update on the capital project.

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 a brief report:
 - The major item in front of committee is Accreditation. An update of the progress to date and areas of concern were shared with the Board.
 - The Quality Improvement Plan is good through to 2021. Dr. Moltzan and Ms. Bourrier will be re-convening a group to develop a new Quality Improvement Plan to embed the pillars of the new Shared Health Provincial Quality & Patient Safety framework.
- The Chair of the **Advisory Medical Board** provided a brief report:
 - The next meeting is scheduled on Wednesday, June 4, 2019.
- The Chair of the **Finance and Audit Committee** provided a brief report:
 - The Finance Committee met April 9 and an update is documented in the Executive Committee Minutes. Minutes of the April 9 Finance and Audit meeting will be included in the May Board meeting package.

- Mr. Warden reported that CCMB continues to be on track for balanced budget for year ending March 31, 2019.
- The Chair of the **Executive Committee** provided a brief report:
 - The Chair reported that Mr. Don MacDonald has become engaged in Nominations and Governance Subcommittee and is involved in reviewing policies and terms of reference.
 - The University of Manitoba is in the process of appointing a new representative to the CCMB Board.
 - The Chair has registered the CCMB board as a team for Challenge for Life. The team is called “CCMB Board, Committees and Friends”. He encouraged all Board members to participate and an email will be sent with further details.
- The report of the **Community Connections Committee** was provided by the Board Chair:
 - A meeting was scheduled for Wednesday, April 17, but unable to be held due to unforeseen circumstances. It will be rescheduled.
- The Chair of the **Facilities Planning and Development Committee** provided a brief report:
 - Mr. Martin Hak has been on the committee for a long time and is a former Board member. It is anticipated he will step down from the Committee following the June 2019 meeting.
 - Please forward suggestions of a replacement to Mr. Evans and Mr. Mortimer. The committee is seeking an individual with an IT infrastructure skill set.

6.0 Discussion and/or Resolution

6.1 Financial Statements

Statements as of March 31, 2019 will be provided for the May 2019 meeting.

6.2 Accreditation

6.2.1 March Governance Functioning Tool Survey Results

Board members completed a second survey. The results were included with the meeting package and the Chair reviewed the four yellow flags.

7.0 Matters For Concurrence without Debate

8.0 Private Session

8.1 With CEO – not required

8.2 Without CEO – not required

9.0 Closing Remarks & Adjournment

The meeting adjourned at 7:00 p.m.