



Board of Directors

Minutes of Meeting

Thursday, September 26, 2019, 4:30-6:30pm

York Room, Fairmont Hotel, 2 Lombard Place

PRESENT:

Board Members:

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

Dr. A. Cooke for Dr. D. Houston (MSA President)	P	Dr. S. Navaratnam (CCMB CEO)	R	Ms. A. Stenning (CCMF CEO)	P
Ms. K. Peters (Exec Asst)	P	Ms. V. Giesbrecht (Brd Coordinator\Recorder)	P	Mr. P. Penner (Guest)	P
Dr. Donna Turner (Guest)	P	Ms. V. Bourrier (Guest)	P	Ms. K. Bunzeluk (Guest)	P
Mr. Scott Murray (Guest)	P	Mr. Keir Johnson (Guest)	R		

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

1.0 Welcome

- The Chair called the meeting to order at 4:30 p.m.
- He acknowledged the passing of Board Member Susan Graham and her contribution to the Board. He welcomed Dr. Woodgate, University of Manitoba Board of Governors Representative replacing Dr. Glavin. Mr. Penner and Dr. Turner attended for Dr. Navaratnam, and Dr. Cooke attended for Dr. Houston. Mr. Murray, Ms. Bourrier, Ms. Bunzeluk were invited guests. Mr. Keir Johnson was also invited to the meeting as a guest but unable to attend.

2.0 Special Presentations

2.1 Orientation for Receiving Patient Stories – Ms. V. Bourrier

The Quality and Patient Safety Committee receives regular information on Critical Incidences but the Board has never received a patient story. This is an unmet accreditation standard. It was recognized that orientation to receiving patient stories is important. Information in this regard was included in the Board meeting package and Members were asked to review the material to prepare for the patient story they will be receiving at the October Board meeting. The plan is to include a patient story regularly throughout the Board meeting year.

In addition, there was some discussion regarding increasing patient involvement in committees at a Board level as well as at the organizational level. It was recognized that the Community Oncology Program has a system in place to seek patient volunteers and orient

them to various roles. This will be brought forward at a Quality and Patient Safety Committee meeting for further discussion.

2.2 Performance Management Dashboard Orientation – Mr. Scott Murray

Mr. Scott Murray and Mr. Keir Johnson are the project leads for the Health System Transformation Management Project. The Performance Management Dashboard is being rolled out to the various Boards and Executives and Mr. Murray walked the Board through the highlights.

3.0 Meeting Overview

3.1 Review & Approval of Agenda

It was MOVED and SECONDED that the Agenda be approved.

All in favour and approved.

4.0 June 20, 2019 Meeting Minutes

It was MOVED and SECONDED that the appended Minutes of the June 20th, 2019 Board Meeting 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.

5.0 Special Presentation

5.1 Prevention and Screening – moving forward – Ms. K. Bunzeluk/Dr. Donna Turner

Dr. Turner advised the Board that the Screening Program has been expanded to include prevention and Ms. Bunzeluk is the Director of the Screening and Prevention Program. Ms. Bunzeluk provided an overview of the program and highlighted digital mammography, FIT testing, HPV screening, and prevention.

6.0 President's Office

6.1 President's Report to the Board

The President's Report was included in the Board meeting package. Dr. Turner briefly spoke to it.

7.0 For Information Only

7.1 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 **Executive Committee** provided a brief report:
 - There was no formal meeting held in September.
 - There was an informal meeting identifying key objectives for the Executive and the Board for the coming year.

- The Chair of the **Facilities Planning and Development Committee** provided a brief report:
 - The Committee met on September 5, 2019 and the Minutes were included in the Board meeting package.

- The Chair of the Board provided a brief report for the **Finance and Audit Committee**:
 - The Committee met on September 10, 2019 and draft minutes were included in the Board meeting package.
 - Mr. Chipman provided a summary of the financial standing as at July 31, 2019.

- The Chair of the **Quality and Patient Safety Committee** provided a brief report:
 - The Committee met on September 12, 2019 and minutes were included in the Board meeting package.
 - There were no new critical incidences.
 - Accreditation surveyors have been named and there are a number of meetings scheduled leading up to accreditation.

- The report of the **Community Connections Committee**:
 - The Committee met on September 11, 2019.
 - Draft minutes were included in the Board meeting package.
 - Mr. Chipman highlighted from the minutes that there was good discussion regarding accreditation and the upcoming Annual General Meeting.

- The Chair of the **Advisory Medical Board** provided a brief report:
 - The Advisory Medical Board met on September 4, 2019 and minutes were included in the Board meeting package.
 - Noted that Dr. B. Lotocki, who is a member of the AMB and a retired Gynecological Oncologist, was awarded the Presidential Medical from the Society of Gynecologic Oncology of Canada for his contribution to the development of gynecological oncology in Canada.

7.2 Workplace Safety & Health Annual Report

This report is a standard annual report received by the Board for information. Mr. Penner advised there were no areas of concern.

8.0 Discussion and/or Resolution

8.1 Financial Statements as at July 31, 2019

This item is deferred to the October 17, 2019 Board meeting.

8.2 Nominations and Governance Sub-Committee

There is a meeting scheduled at the end of October to discuss various matters.

8.3 Annual Progress Report

Two documents were included in the Board meeting package: the draft report itself and a snapshot of the highlights. This year's report tells the story and features highlights from April 1, 2018 to March 31, 2019. Some minor edits will be incorporated in the final document. The Annual Progress Report will be submitted to the Government by September 30, 2019.

***It was MOVED and SECONDED that the 2018-2019 Annual Progress Report be approved with additional minor edits.
Carried***

9.0 For Concurrence/Ex-Debate

9.1 Privileges

In Dr. Navaratnam absence, Dr. Turner recommended the granting of privileges at CancerCare Manitoba for:

- Dr. Maclean Thiessen
- Dr. Ramzi Helewa
- Dr. Richard Liu
- Dr. David Perrin
- Dr. Scott Hurton
- Dr. Iris McKeown
- Dr. Maaz Usmani
- Dr. Tyler Peikes

***It was MOVED and SECONDED that the privileges be approved.
All in favor and approved.***

10.0 Private Session – Not required

10.1 With CEO

10.2 Without CEO

11.0 Closing Remarks & Adjournment

The Chair reminded Board members to complete the meeting evaluation and reminded Members of the Guardian Angel event on October 28. The meeting adjourned at 6:30 p.m.