



Board of Directors

Minutes of Meeting

Thursday, October 15, 2020, 5:00-7:00 p.m.

Zoom Meeting

PRESENT:

Mr. J. Chipman (Chair)	P	Mr. Kevin McNeill	P	Ms. M.B. Taylor	P
Mr. D. Mortimer (Vice-Chair)	P	Ms. D. Grantham	P	Dr. K. Juce	P
Mr. V. Warden (Treasurer)	P	Dr. Roberta Woodgate	P	Dr. B. Schacter	P
Ms. Patti Bell	P	Ms. Jan Belanger	P		

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. A. Stenning (CCMF CEO)	P
Ms. K. Peters (Exec Asst)	P	Ms. V. Giesbrecht (Brd Coordinator\Recorder)	P	Judge Pollack (Guest)	P

Legend: P-Participated; R-Regrets; 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.
- The Chair advised the Board that Ms. Stenning announced her retirement in March 2021.
- The Chair welcomed Mr. Kevin McNeill as a member of the Board and as Chair of the FP&D Committee. He replaces Mr. Mike Evans.
- Congratulations to Dr. Brent Schacter on being inducted as a Fellow of the Canadian Academy of Health Sciences.
- Judge Pollack will be joining the meeting at 6:15 to provide a report from the Community Connections Committee.

2.0 September 17, 2020 Meeting Minutes

The minutes were included in the Board meeting package.

It was MOVED and SECONDED that the appended Minutes of the September 17, 2020 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 – This is very important for every meeting. Members were reminded to complete the evaluation following Board meetings. Members are also encouraged to use the Chat feature in Zoom to raise a question or ask to speak to a 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 Patient Story

The Board received a patient story that, due to COVID-19, was pre-recorded.

Patient stories were introduced as regular Board agenda items in the 2019-2020 meeting. They are important because this is an opportunity for Members to hear a patient experience first-hand.

4.0 President's Office

4.1 President's Report

Dr. Navaratnam provided verbal updates on three items; COVID-19, the early works project, and the Research Institute in Oncology and Hematology (RIOH).

Regarding COVID-19, Mr. Mortimer assured the Board that it continues to be a standing item on the agenda for the Quality and Patient Safety Committee meetings and they are kept well apprised of the situation.

5.0 Discussion and/or Resolution

5.1 Financial Statements – August 31, 2020

The Statement of Financial Position and Statement of Operations and Accumulated Surplus for period ending August 31, 2020 were included in the Board meeting package. Mr. Warden highlighted aspects of the statements.

**It was MOVED and SECONDED to approve the financial report
for the five-month period ending August 31, 2020.
All in favour and approved.**

5.2 Health System Leadership Council (HSLC) Financial Indicators – August 31, 2020

The Financial Indicators were included in the meeting package. Mr. Warden reviewed the report which demonstrated that we are doing well at controlling expenditures. There was some discussion in this regard.

5.3 Investment Policy 07.001

The draft revised draft Investment Policy was included in the meeting package.

The Investment Policy was last approved in 2019. The Finance and Audit Committee reviewed it again at the October 6, 2020 meeting and have revised the policy largely on the recommendation of the investment manager. Mr. Warden reviewed the recommended changes.

**It was MOVED and SECONDED that the revised Investment Policy 07.001
be approved with the recommended changes.
All in favour and approved.**

5.4 Nominations and Governance Committee

5.4.1 Annual Board Self-Assessment

Mr. Mortimer thanked everyone for their participation and feedback. The self-assessment is done annually. He reported that there is no real material deviation from the past but did comment on a few items.

6.0 For Information Only

6.1 Approved Committee Minutes of Current Month's Proceedings:

The Board received the latest approved minutes of meetings of the standing committees.

- The Chair of the **Executive Committee** provided a brief report:
 - The Committee met on October 8 and minutes were included in the Board meeting package.
 - There was some discussion regarding Bill 10 which has once again been tabled.

- The Chair of the **Community Connections Committee** provided a brief report:
 - Judge Pollack, Chair of the Committee was invited to this portion of the meeting.
 - The Committee has not met since the last Board meeting however Judge Pollack did provide a summary of the Committee meeting held in September and what's coming up for their November meeting.
 - He also provided some feedback regarding the CCMB Board Annual Public Forum which was held on October 2.
 - This year, due to COVID, the Provincial Cancer Care Conference was held virtually and we were able to tag the Forum onto the Conference.
 - The event was a perfect fit of live speaking and pre-recorded presentations and remarks.
 - We had 190 participants online.
 - A tremendous amount of information provided.
 - Dr. Navaratnam shared that a comment she received was that with or without the COVID-19 pandemic, holding this meeting virtually would be good.

- The Chair of the **Facilities Planning and Development** provided a brief report:
 - The Committee has not met since the last Board meeting.
 - Mr. McNeill, as the new Chair, gave some introductory comments.
 - SHe has been involved in a series of meetings regarding the Early Work and he along with Dr. Navaratnam provided an update.
 - A more detailed report will be provided at the November Board meeting.

- The Chair of the **Quality and Patient Safety Committee** provided a brief report:
 - The Committee met on October 8 and minutes were included in the Board meeting package.
 - The new Director of Director of Quality, Patient Safety, Policies and Guidelines, Ms. Tiffany Kautz, and newly appointed Committee member, Ms. Jan Belanger, attended the meeting.
 - Ms. Kautz presented a proposed work plan seeking feedback and it will be further refined for 2020-2021.
 - Dr. Turner presented on the Risk Management Report.
 - The Committee received the quarterly safety report and there is nothing notable to bring to the Board.

- The Chair of the **Finance and Audit** provided a brief report:
 - The Committee met on October 6 and the minutes are included in the Board meeting package.

- The Chair of the **Advisory Medical Board** provided a brief report:
 - The AMB has not met since the last Board meeting.
 - There was some discussion regarding the importance of the role of the Advisory Medical Board which is, in part, to provide advice to the Board related to medical matters that affect CancerCare Manitoba.

7.0 For Concurrence\Ex-Debate – not required.

8.0 Private Sessions – not required.

9.0 Closing Remarks & Adjournment

The Chair thanked everyone for their participation and commitment. He reminded Board members to complete the meeting evaluation. The next Board meeting is November 19.

The meeting adjourned at 7:00 p.m.