

Board of Directors

Minutes of Meeting

Thursday, April 15, 2021

5:00-7:30 p.m.

Microsoft Teams

PRESENT:

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

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)		Ms. P. Smith (CCMF CEO)	P
Mr. P. Penner (Guest)	P	Dr. P. Czaykowski (Guest)	P	Mr. B. Gibson (Guest)	P
Mr. D. MacDonald (Guest)	P	Dr. N. Watkins (Guest)	P	Ms. K. Peters (Exec Asst)	P
Ms. V. Giesbrecht (Brd Coordinator\Recorder)	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 5:03 p.m.
- A warm welcome to Ms. Patti Smith, President and CEO of CancerCare Manitoba Foundation, who is attending her first official meeting in this capacity.
- Also joining the meeting are Dr. P. Czaykowski, Mr. P. Penner, Dr. N. Watkins, Mr. B. Gibson, Mr. D. MacDonald.
- The Chair provided an overview of the consent agenda. Mr. McNeill stated, although Facilities Planning and Development did not meet, he had an update on projects.

2.0 Consent Agenda

A consent agenda was utilized for the Board meeting. Items on the Consent Agenda included:

- Minutes of the March 18, 2021 Meeting
- Highlights of the Board Meeting
- Board Meeting Evaluation
- Approved Committee Minutes of Current Month's proceedings (Executive Committee, Quality and Patient Committee, and Finance and Audit Committee)

It was MOVED to adopt the Consent Agenda.

SO MOVED.

Mr. McNeill reported that he met with Mr. Gibson regarding various projects and Mr. McNeill provided an update to the Board on the immediate needs projects, lease space, research renovations, and in-patient oncology ward at the Health Sciences Centre.

- The appended Board Minutes and highlights 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 Systemic Therapy Program

Dr. Navaratnam introduced this item and defined systemic therapy. Mr. Paul Penner and Dr. Piotr Czaykowski were invited to give a presentation on the status of the proposed Systemic Therapy Program. Dr. Czaykowski reviewed the current state, jurisdictional scan, the initiatives that would fall within this program, the advantages of having such a program, the action plan and the framework.

The Chair stated this was a great example of innovation resulting in better care and greater efficiency.

4.0 President's Office

Dr. Navaratnam provided brief update on COVID-19, Transformation, and the CCMB Staff Townhall which was held on Wednesday, April 14. The focus of the President's Report was on research at CancerCare Manitoba.

At the March Board meeting, approval in principle was given to proceed with the proposed changes to the research institute structure with any final structure and agreements subject to the approval of the CCMB Board.

At today's meeting, Dr. Navaratnam, along with Dr. Neil Watkins and Mr. Don MacDonald, presented on the status of work done to date and to present recommendations.

Dr. Navaratnam provided a brief history of research at CancerCare Manitoba, the importance of new research branding and the process that was undertaken, the brand essence, and the next steps. CancerCare Manitoba has a strong brand which needs to be leveraged for research and the Research Institute for its success, and to collectively benefit the population of Manitoba. The recommendation to the Board is the renaming of the research institute from "Research Institute in Oncology and Hematology" to "CancerCare Manitoba Research Institute". Dr. Navaratnam spoke to the logo.

In addition to the name and branding, draft Terms of Reference for the Research Committee of the Board were crafted and included in the meeting package. There were no concerns. If approved, this document will be brought to the Nominations and Governance Committee for more review, reaching out to the University and the Foundation, and the Committee will be constituted. It was noted that a Scientific Committee will also be established but this does not require approval of the Board. Dr. Watkins noted this is an important development and not something we have had until now.

Ms. Patti Smith, in her new role as the President and CEO of the CancerCare Manitoba Foundation, has had the opportunity to meet with Dr. Navaratnam about things such as this. She stated that CCMF is 100% behind this rebrand and extremely supportive of the direction.

***It was MOVED and SECONDED to approve the name,
"CancerCare Manitoba Research Institute", logo of the Institute as described,
and the Terms of Reference for the Research Committee of the Board.
CARRIED***

The Chair stated this is a significant event for CCMB and the Foundation and thanked Dr. Watkins and Mr. MacDonald for all the effort behind this to get CCMB to this point.

5.0 Discussion and/or Resolution

5.1 Annual Risk Management Report – Mr. Gibson

The 2020 Annual Risk Management Report was included in the Board meeting package. Mr. Gibson presented the highlights of the report. CancerCare Manitoba manages risk daily and this is a snapshot of corporate risk profile for 2020. The report is prepared by Risk Management Team and, once approved, will be sent to various committees of the Board for information. This document is for submission to the Government.

There was good discussion and a suggestion to think longitudinally with respect to risks, specifically how a risk is changing and how to report on this. It would be important for the Board to see we are making progress and it would be good to see a high-level example of this next year.

**It was MOVED and SECONDED to approve the CancerCare Manitoba
2020 Risk Management Report as presented.
All in favor and CARRIED.**

5.2 Financial Statements – February 28, 2021

5.2.1 Statement of Financial Position

Mr. Warden reviewed the statement of financial position for the 11-month period ending February 28, 2021.

5.2.2 Statement of Operations and Accumulated Surplus

Mr. Warden provided an overview of the statement of operations and accumulated surplus. Starting this month there are three schedules included in the report: General Operations; Clinical, Basic Research and Special Projects; Capital.

Mr. Warden also spoke to the reimbursement related to COVID-19.

It was MOVED and SECONDED to approve the financial statements for the 11-month period ending February 28, 2021 showing overall surplus of \$4.8M. All in favor and CARRIED.

5.3 Health System Leadership Council (HSLC) Financial Indicators – February 28, 2021

Mr. Warden reviewed the indicators for the period ending February 28, 2021.

5.4 Nominations and Governance

5.4.1 Bill 10 – Mr. D. MacDonald

Mr. MacDonald provided an update on the status of Bill 10. Briefing sessions are being offered and an email will be sent to Board members.

5.4.2 Shared Health Governance – Chair

The Chair provided a brief update.

6.0 For Concurrence\Ex-Debate

7.0 Private Sessions

7.1 With CEO – Not required

7.2 Without CEO - Required

8.0 Closing Remarks & Adjournment

The meeting adjourned at 7:15 pm with the continuation of private session without CEO. The next Board meeting is May 20, 2021.