



Board Meeting
Minutes of the Meeting
June 16, 2022
 5:00 – 7:00 PM
 Microsoft Teams

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

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. P. Smith (CCMF CEO)	P
Ms. K. Peters (Exec Asst)	P	Ms. V. Giesbrecht (Board Coordinator\Recorder)	P		

Legend: P-Present; R-Regrets; A-Absent

1. Call to Order, Welcome, Review and Approval of the Agenda

- 1.1. The Chair welcomed everyone to the meeting and called the meeting to order at 5:02 pm. Ms. Mary Beth Taylor and Mr. David Mortimer sent regrets for the meeting. Ms. Patti Smith will be leaving the meeting early.
- 1.2. The meeting began by acknowledging that between 1871 and 1906, Treaty Commissioners, acting on behalf of the Crown, signed seven Treaties with First Nations leaders in what is now called Manitoba. This land on which we gather is the traditional territory of the Cree, Dakota, Dene, Anishinaabeg, Oji-Cree and Ojibway Peoples, as well as the homeland of the Métis Nation.
- 1.3. Addition of two items under item 5.0; updates on naming rights discussions and capital project steering committee.

2. Consent Agenda

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

- 2.1. Minutes of the May 19, 2022 Board meeting
- 2.2. Highlights of the Board meeting
- 2.3. Board Meeting Evaluation
- 2.4. Approved Committee Minutes of the Current Month’s proceedings (Executive, Facilities Planning and Development including the Annual Building Security Report and Annual Construction Report, Quality and Patient Safety, Finance and Audit including May Minutes)

***It was MOVED to approve the Consent Agenda.
 CARRIED.***

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 Microsoft Teams 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. President's Office

3.1. President's Report – Dr. S. Navaratnam

The President's Report for June was included in the meeting package.

Dr. Navaratnam provided updates on:

- Communication through reports and events
 - o Annual Progress Report 2021/22
 - o CancerCare Manitoba Research Institute (CCMR) Report
 - o Cancer Surgery Quality in Manitoba 2022
 - o Manitoba Cancer System Performance Report 2023
 - o Provincial Cancer Care Conference 2022
 - o 24th Annual CCMB Research Day
 - o PRIMETOWN Virtual Conference
 - o Cancer Prevention Campaign – PracticePrevention.ca
 - o CCMB Website
- Key Performance Indicators – Bilateral Performance Measurement with Health
- Investing in People – an update on staff engagement and support
- Peer Support for Professional Development

4. For Information

4.1. Annual FIPPA Report – CEO

The annual FIPPA report for 2021 as well as the Q5 report were included in the meeting package for information. There were no questions or concerns.

4.2. Annual PHIA Report – CEO

The Annual PHIA Report was included in the meeting package for information. There were no questions or concerns.

4.3. Research Institute Recruitment Guidelines – Chair, Research

The Recruitment Guidelines document for the Director of the CancerCare Manitoba Research Institute and the Chief of Research at CancerCare Manitoba was included in the meeting package.

The Committee did not meet in June because they lacked a quorum, however they did move the Recruitment Guidelines forward approving them by email. There was some discussion regarding the process to move forward.

5. For Discussion and/or Resolution

5.1. Audited Finance Statements – March 31, 2022 – Chair, F&A

Mr. Warden advised that the audited financial statements were reviewed at the F&A on June 7, 2022. He also advised that it was the opinion of KPMG, that the financial statements present fairly, in all material respects, the financial position of the Organization as at March 31, 2022. There were no deficiencies identified.

Mr. Warden provided an overview of the statements. It was noted that the CCMB March 31, 2022 financial statements have been restated to include the impact of the change in accounting policy for recognizing non-government revenue or grants revenue.

**It was MOVED and SECONDED that the audited financial statements for the
12-month period ended March 31, 2022 showing
an overall deficit of 1,720,692 be approved by the Board.
CARRIED.**

5.2. Nominations and Governance – Chair, N&G Subcommittee

The Chair of the Board reported on behalf of Mr. Mortimer.

5.2.1. Membership Update – Chair, N&G

Following the Board motion in May to extend Mr. Chipman's term on the CCMB Board and its Chair, a letter was provided to the Deputy Minister of Health.

Given the Board Chair change that is occurring at the CancerCare Foundation, Mr. Steve Kroft has stepped down from the CCMB Research Committee to make way for Ms. Lee Meagher. Ms. Patti Smith advised that Mr. Kroft will be staying on CCMF Board as past-chair.

5.2.2. Accreditation 2023 Update – Chair, N&G

As a follow up to the pre-Board Governance Survey in preparation of CCMB's 2023 Accreditation Review, we will be preparing a follow-up one-on-one meeting with each Director through the summer to discuss these preliminary findings, as well as review the new Governance Model CCMB will need to migrate towards under Bill 10. Once completed, a final Governance Accreditation Survey will be conducted in the late Fall 2022.

5.2.3. Accountability Agreement – Chair, Board

Mr. Chipman provided an update on the Bylaws and the Accountability Agreement.

5.2.4. Bill 10 – Chair, Board

There is no new information to share.

5.3 Naming Rights – Chair, Board

The Chair provided an update on this item.

5.4 Capital Projects Steering Committee – Chair, Board

The Committee met earlier in the week and the Chair provided an update on the capital projects as well as the immediate needs and stabilization. There was good discussion and updates on the work and some of the challenges they are facing.

6. For Concurrence/Ex-Debate

6.1. Privileges - CEO

Dr. Navaratnam spoke to the process of granting privileges and indicated she has had some discussions with Dr. Postl. As part of this discussion/process, we also looked at physician privileges at CancerCare Manitoba and it was noted that we did not have record of privileges for some physicians. To follow the process we wanted to ensure, where there was no record, that we grandfather in those physicians. In addition, there were physicians who had completed two or more years with associate category privileges who should be given active privileges. The respective department heads reviewed the lists to ensure all were in good standing. The Medical Council also reviewed the list and approved this process.

It was recommended by the Board that the list is reviewed at a specified interval to ensure that privileges are recorded and up to date.

It was MOVED and SECONDED that the reconciliation for physician privileges as outlined in memo of June 10, 2022 from Dr. Grenier, Chair of the CCMB Privileges Committee, be approved.

CARRIED

7. Private Sessions

7.1. With CEO – not required

7.2. Without CEO – required

8. Closing Remarks and Adjournment

The Chair thanked everyone for their attendance and input into the meeting. The meeting adjourned at 6:35 pm and continued with a Private Session with the CEO.