



Board Meeting

**Minutes of the Meeting**

**September 15, 2022**

5:30 – 7:30 PM

Executive Boardroom \ Microsoft Teams

Mr. J. Chipman (Chair)	P	Mr. K. McNeill	P	Ms. M.B. Taylor	P
Mr. D. Mortimer (Vice-Chair)	P	Ms. Jan Belanger	P	Dr. K. Juce	P
Mr. V. Warden (Treasurer)	P	Dr. E. Renner	P	Dr. B. Schacter	R
Ms. P. Bell	P	Ms. R. Pronteau	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 5:30 pm. He welcomed Ms. Roberta Pronteau to the Board who was appointed on August 10, 2022.
- 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.

**2. Consent Agenda**

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

- 2.1. Minutes of the June 16, 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, Community Connections, Facilities Planning and Development, Quality and Patient Safety, Finance and Audit, and the Research Committee)
- 2.5. Workplace Safety and Health Annual Report

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

- 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. Special Presentation**

#### **3.1. Noona – Dr. M. Pitz and Mr. Brent Gibson**

Noona was first introduced to the Board in November 2021. It is a software application that allows patient interaction using ARIA, which was produced by Varian. CancerCare Manitoba was the first Canadian Centre to implement this. It has gone very well and Dr. Pitz and Mr. Gibson were invited to provide an update.

Mr. Chipman requested another update to the Board early in 2023.

### **4. President's Office**

#### **4.1. President's Report – Dr. S. Navaratnam**

The President's report closely followed the outline of the Annual Progress Report 2021/22 which is the first reporting on the Roadmap to Cancer Control for Manitoba. This will be approved under 5.1.

### **5. For Discussion and/or Resolution**

#### **5.1. Annual Progress Report – CEO**

The Annual Progress Report (APR) is a required document which is due on September 30. There are required components and that is what is reported on this year. Dr. Navaratnam reported on the components in the APR under the President's Report.

**It was MOVED and SECONDED that the Annual Progress Report 2021/22,  
as presented on, be approved by the Board  
of Directors for submission to Government by September 30, 2022.  
CARRIED**

#### **5.2. Financial Statements – July 31, 2022 – Chair, F&A**

Mr. Warden reviewed the Financial Statements for the 4-month period ended July 31, 2022. He advised that CancerCare Manitoba received its funding letter but there is still an anticipated deficit and we will need to look at how to address this.

**It was MOVED and SECONDED that the financial statements for the 4-month period ended July 31, 2022 showing an overall deficit of \$1.5M be approved.  
CARRIED.**

### **5.3. Nominations and Governance**

#### **5.3.1. Membership Update – Chair, N&G**

As noted at the beginning of the meeting, Ms. Roberta Pronteau has been appointed to the Board. He also thanked the various Directors that he and Mr. Chipman met.

Mr. Chipman advised that with Bill 10 coming into effect July 1, 2022 and the composition of the Board changing, there have been meetings with Manitoba Health regarding timing and implementation. We have the opportunity to provide a proposal and it is under development.

#### **5.3.2. Accreditation 2023 Update – Chair, N&G**

Mr. Chipman directed members to the Minutes of the Quality and Patient Safety Committee as Dr. Turner provided a thorough update at the meeting.

#### **5.3.3. Accountability Agreement – Chair, Board**

Mr. Chipman signed the accountability agreement this afternoon and it will be submitted to the Government.

#### **5.3.4. Bill 10 – Chair, Board**

Mr. Chipman reported that the By-laws were signed noting they are a work in progress.

### **6. For Concurrence/Ex-Debate**

#### **6.1. Privileges**

Dr. Navaratnam brought forward a recommendation to approve Associate Category privileges for Dr. Sameer Kassim with Primary Care, and Dr. Rebekah Rittberg, Dr. Colin Barber, Dr. Lundy McKibbin, and Dr. Karver Zaborniak with the Department of Medical Oncology and Hematology.

**It was MOVED and SECONDED to approve Associate Category Privileges for Dr. Sameer Kassim, Dr. Rebehak Rittberg, Dr. Colin Barber, Dr. Lundy McKibbin, and Dr. Karver Zaborniak effective September 15, 2022.  
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 and continued with a Private Session without the CEO.