



**Minutes of the Meeting of the Members
held Thursday, April 18, 2013, 5:00 p.m. – Executive Boardroom - CCMB**

PRESENT:

Board Members:

Dr. A. Naimark, Chair	Ms. S. Boulter	Mr. D. MacDonald
Mr. G. Tallon, Vice-Chair	Mr. G. Campbell	Ms. A.M. Magnifico
Mr. L. DeJaeger, Past Chair	Dr. J. Foerster	Ms. T. Mrozek
Mr. D. Popke, Secretary	Dr. G. Glavin	Ms. G. Paziuk
Ms. B. Lillie, Treasurer	Ms. B. Hoffer-Steiman	Ms. D. Samatte
Dr. S. Ahmed	Mr. B. Lee	Ms. A. Stenning

Management/Staff Members:

Dr. D. Dhaliwal	Mr. J. Peitsch	Ms. B. Smith, Recorder
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Regrets:

Ms. T. Magsino Barnabe	Ms. A. Kennedy	Dr. F. Shore
Ms. G. Guiboche	Ms. W. Rudnick	

Guests:

Dr. D. Kassum	Mr. R. Girard	Ms. H. Tabin
Dr. M. Pitz		

1.0 Welcome/Call to Order/Determination of Quorum/Approval of Agenda

1.1 Opening Remarks by Board Chair

The Chair called the meeting to order at 5:15 p.m. A quorum was achieved.

The agenda was reviewed.

RESOLVED that the agenda be approved as circulated.

2.0 Presentations on Electronic Medical Record

Dr. D. Kassum, CMIO Manitoba eHealth and Dr. M. Pitz, CCMB presented to Board on the subject of the electronic medical record (EMR) system. Mr. R. Girard, CIO, and Ms. H. Tabin, Director, Acute Care at Manitoba eHealth, were also in attendance for these presentations. It was explained that an electronic health record (EHR) is a secure and private lifetime record of a person's key health history, available to authorized health care providers, anywhere, anytime; whereas the hospital based electronic patient record (EPR) is an institutional based acute care patient record; and the clinic based electronic medical record (EMR) is a medical record in an ambulatory or clinic environment which includes well health care, episodic illness and chronic disease management.

Board was apprised of the provincial systems that currently exist, planned future projects, and the importance of CCMB adopting an electronic medical record (EMR) system in order to minimize risk, increase efficiencies and realize savings. Board will receive a project proposal and business case from management in future.

3.0 Minutes of March 21, 2013 for Approval

The minutes of the March 21, 2013 meeting were distributed for review and approval.

RESOLVED that the minutes of the March 21, 2013 meeting be approved as circulated.

Moved, Seconded and Carried

4.0 New Business

4.1 Items for Concurrence Without Debate

4.1.1 Granting of Privileges

RESOLVED that medical staff privileges be granted as presented.

Moved, Seconded and Carried

4.2 Items for Ratification/Approval

4.2.1 February 28, 2013 Operating Statements

RESOLVED that Board approve the Financial Statements at February 28, 2013.

Moved, Seconded and Carried

4.2.2 CCMB Infrastructure Grant Requests to CCMF

RESOLVED that THAT Board accept the Finance & Audit Committee recommendation that funding in the amount of \$5,190,761 be formally requested from the Project Grants and Awards Committee of the CCMF Board for the 38 grant applications summarized in the document circulated with the agenda, and if additional monies become available throughout the course of the funding application period (June 2013 – July 2014), CCMB further requests \$225,000 for 6 additional grants that have been deemed a high priority.

Moved, Seconded and Carried

Board asked that its appreciation be conveyed to the CCMF regarding the above noted grants.

4.3 Items for Discussion

4.3.1 Chair

4.3.1.1 Corporate Risk Profile Report

An updated Corporate Risk Profile Report dated April 18, 2013 was circulated with today's agenda package. The current version had been reviewed by the Executive Committee on April 11, 2013 after receiving comments from various committees including the Quality & Patient Safety Committee.

RESOLVED that Board approve the Corporate Risk Profile Report dated April 18, 2013.

Moved, Seconded and Carried

4.3.1.2 Board Meeting Evaluation Results March 21, 2013 Meeting

Evaluation results from the March 21, 2013 Board meeting were circulated with the Board agenda package.

4.3.2 President and CEO

- The President and CEO noted that wait times are still a number one concern for CCMB which continues to do all it can to help alleviate same
- Further to the recent Ontario chemotherapy drug dilution error incident, CCMB is not at risk
 - o briefing note on the subject was attached to the President and CEO's monthly report (agenda item 5.1)
 - o a report was also prepared for Manitoba Health

4.3.3 Communications & Partners Relations (CPR) Committee April 10, 2013

The Communications & Partners Relations (CPR) Committee met on April 10, 2013 and discussed a CCMB communication policy and social media policy (the latter will be vetted by legal counsel) as well as progress on the 2012-2013 annual report.

4.3.4 Nominations & Governance Committee April 2, 2013

4.3.4.1 Board and Committee Appointments

RESOLVED that Gloria Paziuk re appointed as a member of the Quality & Patient Safety Committee.

Moved, Seconded and Carried

4.3.5 Finance & Audit Committee April 9, 2013

The Finance & Audit Committee met on April 9, 2013. The Chair's report was circulated with the Board agenda.

4.3.6 Executive Committee April 11, 2013

The Executive Committee met on April 11, 2013. The Chair's report was circulated with the Board agenda.

4.3.7 Quality and Patient Safety Committee April 16, 2013

The Quality and Patient Safety Committee met on April 16, 2013. The Chair's report was posted on the Board portal today.

5.0 Matters for Information

5.1 President and CEO Monthly Report

The President and CEO monthly report was posted on the Board portal today.

5.2 Board Committees

5.2.1 Finance & Audit Committee Minutes March 12, 2013

The minutes of the March 12, 2013 Finance & Audit Committee meeting were provided for information.

5.2.2 Executive Committee Minutes March 14, 2013

The minutes of the March 14, 2013 Executive Committee meeting were provided for information.

5.2.3 Quality & Patient Safety Committee Minutes March 19, 2013

The minutes of the March 19, 2013 Quality & Patient Safety Committee meeting were provided for information.

5.3 Program or Service Unit Reports

Program or service unit reports circulated as per the Board Annual Work Plan included:

- 5.3.1 First Nations, Inuit & Metis Cancer Control Report
- 5.3.2 Radiation Protection – Medical Physics

5.4 Other

5.4.1 Highlights of March 21, 2013 Board Meeting

Highlights of the March 21, 2013 CCMB Board of Directors meeting were circulated with today's agenda package and will be posted on the CCMB Website alongside the March 21, 2013 Board minutes.

6.0 Private Meeting

6.1 Board and President & CEO

Board went into an in camera session with the President & CEO at 6:40 p.m.

6.2 Board Only

Board went into an in camera session at 6:45 p.m.

7.0 Conclusion

The meeting was adjourned at 6:48 p.m.

NEXT MEETING: Thursday, April 18, 2013 – 5:00 p.m.

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Chair	Date
_____	_____
Secretary, Treasurer	Date