

Minutes of the Meeting of the CCMB Board Members

Thursday, May 18, 2017, 5:00-7:00 p.m.

Executive Boardroom, ON4017, 675 McDermot Avenue, CCMB

PRESENT:

Board Members:

Mr. G. Tallon (Chair)	P	Dr. G. Glavin	P	Judge R. Pollack	R
Mr. J. Chipman (Vice Chair)	P	Mr. D. MacDonald	P	Mr. R. Campbell	P
Ms. A. Kennedy (Sec/Treas)	P	Mr. M. Evans	P	Ms. K. Kumedan	P
Dr. A. Naimark	P	Mr. R. Shaffer	P	Mr. J. London	P
Dr. B. Schacter (Med Adv Brd)	P	Mr. R. Dhalla	P	Mr. D. Mortimer	P
Ms. A.M. Magnifico	P	Ms. R. Gage	P	Mr. V. Warden	P
Ms. G. Paziuk	P	Ms. F. Swedlove	R		

Dr. S. Navaratnam (CCMB CEO)	P	Dr. J. Butler (MSA President)	P	Ms. K. Peters (Exec Asst)	P
Ms. A. Stenning (CCMF CEO)	P	Ms. V. Giesbrecht (Brd Coord)	P	Ms. I. Anderson (Brd Recorder)	P

Legend: P-attended in Person; T-attended via Teleconference; R-Regrets sent; A-Absent

Invited Guest: Mr. Bill Funk, Interim COO

1.0 Call to Order, Welcome, Review & Approval of the Agenda

- The Chair called the meeting to order at 5:00 p.m.

It was MOVED and SECONDED that the Agenda be approved as distributed.

Motion Carried without dissent

Mr. Funk provided an update on the current ransomware virus affecting computer systems worldwide. CCMB is well protected; in conjunction with eHealth, all programs and computer systems have been reviewed. Virus protection and security measures are in place for vulnerable areas and there is low probability of intrusion by this virus.

2.0 Special Presentation

2.1 Annual Health Plan

Mr. Funk provided a presentation of the 2018/19 Annual Health Plan (AHP). Relevant components of the AHP were presented in advance to the Finance and Audit Committee, Facilities Planning and Development Committee, and the Executive Committee.

It was MOVED and SECONDED that the 2018/19 Annual Health Plan be approved.

Motion Carried without dissent.

3.0 April 20 2017 Meetings

It was MOVED and SECONDED that the appended Minutes of the April 20 2017 Board Meeting be approved.

Motion Carried without dissent

- The appended Highlights of Board Minutes to be posted on the CCMB website were noted.
- Board Meeting Evaluation – members’ comments were noted.

- There were no matters of business arising from the minutes, other than those dealt with in other parts of the Agenda.

4.0 President's Report to the Board

Dr. Navaratnam provided highlights of the President's Report including:

- Leadership from CCMB, CCMF and both Boards are in strong agreement on the steps to take to reimagine the Capital Project and to proceed with solutions for immediate capacity needs that align with the overall plan for a new facility.
- A very successful CCMB Resident Research Day took place on May 9th. This year Brandon University participated for the first time, along with Universities of Manitoba and Winnipeg.

5.0 For Information Only

5.1 Approved Committee Minutes & Highlights

The Board received the latest approved minutes of meetings of the standing committees and the highlights of more recent meetings of which had not yet been considered and approved (as appended documents).

- The **Community Engagement Committee's** main agenda items were noted including plans going forward and interactive items between this Committee and the Communications Committee, such as the CCMB website redevelopment.
- The Chair of the **Quality and Patient Safety Committee** noted highlights of the recent meeting including a presentation by the Quality & Patient Safety Consultant, Manitoba Health.
- The Board Chair provided highlights of the **Communications Committee** meeting focusing primarily on the CCMB website redevelopment and the Annual Progress Report.
- The Chair of the **Nominations & Governance Committee**:
 - Members were provided with a "Roles and Responsibilities of Board Members" document as a requirement of Accreditation Canada. Members were asked to read, review and sign the document and to return it at or before the June Board meeting.
 - Two recommendations for appointment to Committees were brought forward: Mr. R. Campbell to the Community Engagement Committee, and Dr. B. Schacter to the Facilities Planning and Development Committee.

It was MOVED and SECONDED that the appointments be approved.
Motion Carried without dissent.
 - Planning for the Annual General Meeting to take place in October has begun.
- The Chair of the **Facilities Planning & Development Committee** noted meeting highlights including:

- Capital Project – the Committee has supported the subcommittee to continue to investigate the feasibility of the P3 model as an alternative method of funding a new facility, and to present this to government.
- The 2016/2017 Annual Construction Report was presented to the Committee.

5.2 Advisory Medical Board

There was no meeting of this group since the last Board meeting.

5.3 Briefing Note: Annual Construction Report

The Board received the Briefing Note for information. There was no discussion.

6.0 Discussion and/or Resolution

6.1 Financial Statements

6.1.1 Income Statement

6.1.2 Balance Sheet

There was no report as the annual Audit by the external auditors is in progress.

6.2 Financial Deficit Plan Update

The financial deficit is expected to be less than projected primarily due to vacancy management with fewer positions being filled than anticipated. The final report will be available at the June meeting.

6.3 Cancer Project Update

As noted in above items.

6.4 Annual Self-Assessment

Members were provided with the Annual Board Self-Assessment Survey at the meeting, and are requested to complete the survey and to return it at or before the June Board meeting.

6.5 Investment Policy

The Investment Policy was recently reviewed, revised and approved by the Finance and Audit Committee. There was discussion of the policy and changes made including simplifying the language and incorporating clearer definitions.

It was MOVED and SECONDED that the revised policy be approved.

Motion Carried without dissent.

7.0 Matters For Concurrence without Debate

8.0 Private Session

8.1 With CEO

There was no discussion.

8.2 Without CEO

Discussion took place – CEO Annual Performance Review.

9.0 Closing Remarks & Adjournment

The meeting was adjourned at 7:50 p.m.