



Board of Directors

Minutes of Meeting

Thursday, April 19, 2018, 5:00-7:00pm

(Dinner at 4:30pm)

Executive Boardroom, ON4017, 675 McDermot Avenue, CCMB

PRESENT:

Board Members:

Mr. G. Tallon (Chair)	P	Mr. M. Evans	P	Mr. Matt Bolley	T
Mr. J. Chipman (Vice Chair)	P	Mr. R. Shaffer	P	Ms. Susan Graham	R
Mr. V. Warden (Sec/Treas)	P	Ms. R. Gage	P	Ms. Darlene Grantham	P
Dr. B. Schacter (Med Adv Brd)	P	Mr. R. Campbell	P	Dr. Karen Juce	R
Ms. A.M. Magnifico	P	Ms. K. Kumedan	R	Ms. Nimmi Ramgotra	R
Judge R. Pollack	P	Mr. J. London	P	Ms. Mary Beth Taylor	P
Dr. G. Glavin	P	Mr. D. Mortimer	P		

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. K. Peters (Exec Asst)	P
Ms. A. Stenning (CCMF CEO)	P	Ms. A. Saj (Brd Coord)	R	Ms. I. Anderson (Brd Recorder)	P

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

Invited Guests: Ms. V. Bourrier and Mr. P. Perreault, Quality Patient Safety & Risk; Ms. K. Kwong, Finance

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
Motion Carried without dissent

2.0 Special Presentation

2.1 Annual Risk Management Report Highlights

Ms. Venetia Bourrier and Mr. Paul Perreault from the Quality, Patient Safety and Risk Department, and Ms. Karen Kwong from the Finance Department, presented highlights of the Annual Risk Management Report. The full report was provided to Members.

- Questions and answers followed.
- As of February 2018, CCMB has moved to a complete e-chart system. The system is backed up to mitigate risk. In response to a question, Ms. Bourrier will inquire as to whether the back-up system is protected in a separate environment to further mitigate any risk to the system.

3.0 March 15, 2018 Meeting Minutes

It was MOVED and SECONDED that the appended Minutes of the March 15, 2018 Board Meeting be approved as circulated.

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. No business arising.

4.0 President’s Office

4.1 President’s Report

Dr. Navaratnam provided a slide presentation focusing on the burden of the cancer surge, the current fiscal environment and the need to find efficiencies and cost savings, and the impact of these factors on the CCMB 2018/19 budget.

Questions and answers followed.

5.0 For Information Only

5.1 Approved Committee Minutes & Highlights of Current Month’s Proceedings:

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 Chair of the **Facilities Planning and Development Committee** provided highlights:
 - A number of facility projects have been undertaken;
 - Development of next steps for the Cancer Project is in process.
- The Chair of the **Communications Committee** provided highlights:
 - Current projects of the committee include the Annual Progress Report, the System Performance Report required every 3 to 5 years, the Annual General Meeting to take place in October 2018, and French Language Services at CCMB.
- The Chair of the **Quality and Patient Safety Committee** provided highlights:
 - As new Chair of the Committee, Mr. Mortimer met with management regarding the work and governing practices of this committee;
 - CCMB’s mandate for Accreditation in 2019 will increase with the four community sites and radiation therapy services added to the components of Accreditation Canada’s visit in December 2019;
- The Chair of the **Nominations & Governance Committee** provided the following updates:
 - The Chair has been in contact with government to work through the process of the impact of Bill 10 on the number of Board members and subsequent effect on Board Committee membership.
 - Members are asked to forward names of individuals who might be interested in participating as a Board Committee member.

- Amalgamation of two Committees is under consideration - the Communications and Community Engagement Committees.
- A Board Governance presentation will be provided at the May Board meeting.
- The Chair of the **Finance and Audit Committee** provided highlights:
 - The Committee's next meeting is in May;
 - A revised budget document and preliminary financial statements to March 31st will be provided at the May Board meeting;
 - The Manitoba Health funding letter has been received with no funding increase from last year. The Committee will review the impact of this on the budget.
- The Chair of the **Executive Committee** provided highlights:
 - There was good representation of Board Members at the one-day Manitoba Health meeting held April 13th for all RHA and CCMB CEO's, Board Chairs and Members.
- The Chair of the **Community Engagement Committee** provided highlights:
 - The Committee received a presentation from Dr. Donna Turner on the recent Canadian Partnership Against Cancer (CPAC) report on Living with Cancer, A Report on the Patient Experience.

5.2 Advisory Medical Board

Dr. Schacter provided a report on the Advisory Medical Board's meetings held in January and March. The Board received a presentation from Dr. Bob Lotocki, Medical Lead for the CervixCheck Screening Program, in January. A presentation from Dr. Brock Wright was provided in March, giving an overview of Shared Health Services.

5.3 Briefing Notes:

5.3.1 Risk Management Report

5.3.2 Annual Construction Report

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

6.0 Discussion and/or Resolution

7.0 Matters For Concurrence without Debate

7.1 Granting Privileges

Dr. Navaratnam recommended the granting of privileges in the Associate Category to one physician. Dr. Amanda Piljek is working as a Family Physician in Oncology (FPO) in rural Manitoba and will also provide clinical services in Urgent Cancer Care.

It was MOVED and SECONDED that the privileges be approved.

Motion Carried without dissent.

8.0 Private Session

8.1 With CEO

There was no discussion.

8.2 Without CEO

Discussion was held.

9.0 Closing Remarks & Adjournment

The meeting was adjourned at 7:15 p.m.