



Board of Directors

Minutes of Meeting

Thursday, November 19, 2020

5:00-7:00 p.m.

Zoom Meeting

PRESENT:

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

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. A. Stenning (CCMF CEO)	P
Ms. K. Peters (Exec Asst)	P	Mr. B. Gibson (Guest)	P	Judge R. Pollack (Guest)	R
Ms. V. Giesbrecht (Brd Coordinator\Recorder)	P				

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

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

- The Chair called the meeting to order at 5:00 p.m.
- Spoke to current COVID situation and that we are able to continue to serve our population.
- Mr. Brent Gibson was invited to the meeting.
- Judge Pollock was invited to the meeting but could no longer participate due to another commitment.

2.0 October 15, 2020 Meeting Minutes

The minutes were included in the Board meeting package.

It was MOVED and SECONDED that the appended Minutes of the October 15, 2020 Board Meeting be approved. All in favour and CARRIED.

- The appended Highlights of Board Minutes 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 Zoom 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.

3.0 Special Presentation

3.1 Expansion of the Comprehensive Cancer Services and Programs for Manitoba 2020

Dr. Navaratnam provided an update on the expansion of the comprehensive cancer services and programs for Manitoba.

- Cancer is the leading cause of death in Canada
- National statistics predict about 1 in 2 Canadians will develop cancer in their lifetime
- When developing the expansion of comprehensive cancer services and programs, strategies include:
 - o Benchmarking best practice
 - o Incorporate innovation in cancer service deliver
 - o Research and education
 - o Capacity building
 - o Value for Money
- Timeline of milestones achieved to date
- The path forward looking at three specific components

Mr. McNeill advised of the movement forward since the last meeting and Mr. Brent Gibson presented on projects and estimated costs. The next steps were outlined to the Members to keep the Board informed and seek support to keep moving forward.

It was MOVED and SECONDED that the Board reaffirm its support and commitment to the Early Works Project which addresses the immediate needs to provide cancer services to Manitobans and the stabilization of cancer care services to 2025. All in favour and CARRIED.

It was noted that the CancerCare Manitoba Foundation will continue to have an important role and the CCMB Board is in full support of Ms. Stenning moving discussions forward with the CCMF Board.

4.0 President's Office

4.1 President's Report

Dr. Navaratnam provided an update on the COVID-19 pandemic. The CCMB dashboard was sent out just prior to the meeting to provide the most up-to-date information which was reviewed and discussed. Dr. Navaratnam advised of some of the current activity and discussions underway and that we are ensuring regular communication with all stakeholders.

One area of concern that will require further discussion is testing asymptomatic patients and staff to protect patients coming to our facilities. Cancer patients have increased risk and outcome is poor if they get infected and the feeling is that we need different criteria. Because of this we want to explore asymptomatic testing and the Board has requested that Dr. Navaratnam follow up and report back to the Board.

It was MOVED and SECONDED (by Dr. Schacter) that Dr. Navaratnam takes this to the clinical team and as far as Public Health\DM for discussion. All in favour and CARRIED.

(Editorial note: following the meeting, Mr. Chipman and Dr. Navaratnam agreed that this item will be discussed by the AMB at their meeting on November 24, 2020).

5.0 Discussion and/or Resolution

5.1 Risk Management Report

The Risk Management Report and highlights document were included in the meeting package. In addition, this was reviewed and discussed in depth by several committees of the Board. Mr. Gibson provided a brief high-level overview. It was noted that the report was delayed this year due to the pandemic and will be on track again for next year. There were no questions or concerns.

***It was MOVED and SECONDED to approve the Risk Management Report for 2019.
All in favor and CARRIED.***

5.2 Financial Statements – September 30, 2020

The Statement of Financial Position and Statement of Operations and Accumulated Surplus for period ending September 30, 2020 were including in the Board meeting package.

Mr. Warden highlighted aspects of the statement of financial position and statement of operations and accumulated surplus. Overall, no major changes at September 30 compared to previous month or year.

***It was MOVED and SECONDED to approve the financial statements
for the six-month period ending September 30, 2020.
All in favor and CARRIED.***

5.3 Health System Leadership Council (HSLC) Financial Indicators – September 30, 2020

The report was included in the meeting package which Mr. Warden reviewed. CancerCare Manitoba continues to do exceptionally well in maintaining expenditures. This statement is presented for information only.

5.4 Appointment of Auditor

The Finance and Audit Committee discussed the appointment of an Auditor for 2020-2021 at its November 3 meeting. KPMG has been the auditor for CancerCare Manitoba for a number of years the Finance and Audit Committee recommends that continue for 2020\2021.

***It was MOVED and SECONDED that KPMG be appointed Auditors for 2020/21.
All in favour and CARRIED.***

5.5 Nominations and Governance Committee

Mr. Mortimer will be providing a report at the January Board meeting.

6.0 For Information Only

6.1 Approved Committee Minutes of Current Month's Proceedings:

The Board received the latest approved minutes of meetings of the standing committees.

- The Chair of the **Executive Committee** provided a brief report:
 - The Committee met on November 12, 2020 and the Minutes were included in the meeting package.
 - The Chair continues to participate in various meeting; Transformation meetings and search committee for the Chair of the Shared Health Board.
- **Community Connections Committee:**
 - The Committee met on November 5, 2020 and the Minutes were included in the meeting package.
- **Facilities Planning and Development:**
 - The Committee is next meeting on December 3, 2020.
- The Chair of the **Quality and Patient Safety Committee** provided a brief report:
 - Due to the surge in COVID-19 cases, the Committee's meeting of November 12, 2020 was postponed. A decision as to the next meeting date will be made in discussion with Dr. Turner following today's Board meeting.
- The Chair of the **Finance and Audit** provided a brief report:
 - The Committee met on November 3, 2020 and the minutes are included in the Board meeting package.
- **Advisory Medical Board:**
 - The AMB is next meeting on November 24, 2020.

7.0 For Concurrence\Ex-Debate

7.1 Privileges

Dr. Lindsey Woodrow is new to the Rehabilitation Program and will be working in clinics to support cancer patients. Dr. Dhali Dhaliwal is well known as he was President and CEO of CancerCare Manitoba from 2003-2013 and then worked as a clinician to 2019. He wishes to maintain an academic/research role. This is the first time CancerCare Manitoba would grant Emeritus status.

The Board granted Associate Category privileges to Dr Lindsey Woodrow and Emeritus status to Dr. Dhali Dhaliwal.

Approved

8.0 Private Sessions – not required.

9.0 Closing Remarks & Adjournment

The Chair noted this was the last Board meeting of the year and thanked everyone for participating. He reminded Board members to complete the meeting evaluation. The next Board meeting is January 21, 2021.

The meeting adjourned at 7:20 p.m.