

Board of Directors

Minutes of Meeting

Thursday, January 21, 2021

5:00-7:30 p.m.

Microsoft Teams

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	Ms. Jan Belanger	P	Dr. B. Schacter	P
Ms. Patti Bell	R				

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. A. Stenning (CCMF CEO)	P
Ms. K. Peters (Exec Asst)	P	Dr. D. Turner (Guest)	P	Judge R. Pollack (Guest)	P
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. and welcomed everyone to the first meeting of 2021. The meeting was extended during the pandemic to allow more time for discussion.
- Dr. D. Turner and Judge Pollack were invited to attend portions the meeting.

2.0 November 19, 2020 Meeting Minutes

The minutes were included in the Board meeting package.

It was MOVED and SECONDED that the appended Minutes of the November 19, 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 Ambulatory Oncology Patient Satisfaction Survey Results – Dr. Donna Turner

Dr. Turner presented on the Ambulatory Oncology Patient Satisfaction Survey and the most recent results.

This survey was developed by NRC Health and is the only standardized tool for assessing overall cancer patient experience in provinces across Canada. This is a tool used to hear back from patients on how we are doing. This has been used over time with consistent questions. It was noted that this is not the only tool we use to obtain feedback. For example, CCMB engages focus groups, individual communication (compliment/complaints) and through the patient representatives.

Surveys were sent to adult oncology patients who received care at CCMB within a six-month time frame (most recent is July 1, 2018 to December 31, 2018) with the survey in the field between April to June 2019. The 2019 benchmark consists of Ontario, Quebec and Nova Scotia. Plans for 2020 were impacted by COVID-19. Going forward CCMB would like to conduct the survey two times a year for more regular feedback.

4.0 President's Office

4.1 President's Report

The President's Report for January 2021 was included in the meeting package. Dr. Navaratnam spoke to the capital expansion (reported on in more detail under Facilities Planning and Development), research at CancerCare Manitoba and the Research Institute, World Cancer Day, a Cancer Surgery Framework for Manitoba, and an update on COVID-19; CCMB COVID-19 Dashboard and vaccinations.

5.0 Discussion and/or Resolution

5.1 Financial Statements – November 30, 2020

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

Mr. Warden highlighted aspects of the statement of financial position and statement of operations and accumulated surplus.

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

5.2 Health System Leadership Council (HSLC) Financial Indicators – November 30, 2020

The report was included in the meeting package which Mr. Warden reviewed.
This statement is presented for information only.

5.3 Nominations and Governance Sub-Committee

Mr. Mortimer advised the Board that the Nominations and Governance Sub-Committee is holding a special meeting on January 29 to discuss various items and will provide a more fulsome report at the next 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 January 14, 2021 and the minutes were included in the meeting package.
 - Government has reorganized the Cabinet. Heather Stefanson is the Minister of Health and Seniors Care (formerly Health Seniors and Active Living) and replaces Cameron Friesen.
 - The Chair advised that Board that Dr. Roberta Woodgate has resigned from the Board. A letter is being sent to the President of the University of Manitoba, Dr. Michael Benarroch, advising him of this and requesting a replacement.

- **Community Connections Committee:**
 - The Committee met on January 13, 2021 and the Minutes were included in the meeting package.
 - Judge Pollack, Chair of the Committee, joined the meeting to provide a summary of the meeting.

- **Facilities Planning and Development:**
 - The Committee met on December 3, 2020 and the minutes were included in the meeting package.
 - Mr. McNeil provided an update on activity regarding early works and stabilization since the committee met.
 - The regular meetings with CCMB and Shared Health have resumed.
 - The Committee is next meeting in March but can meet earlier if required.

- The Chair of the **Quality and Patient Safety Committee** provided a brief report:
 - The Committee met on January 14, 2021 and the minutes were included in the meeting package.
 - Standard business items were reported on.
 - Mr. Brent Gibson presented on Cancer Clinical Information Management. Going forward, this Committee will be receiving regular reports from this group.

- The Chair of the **Finance and Audit** provided a brief report:
 - The Committee met on January 5, 2021 and the minutes were included in the meeting package.
 - Representatives from KPMG, appointed Auditors for 2020/21, attended the Committee meeting for pre-audit discussion.

- **Advisory Medical Board:**
 - The AMB met on November 24, 2020 and the minutes were included in the meeting package.
 - Dr. Schacter reported back to the Board the discussion regarding COVID-19 surveillance.

7.0 For Concurrence\Ex-Debate

There were no items for concurrence.

8.0 Private Sessions

8.1 With CEO – Required

8.2 Without CEO - Required

9.0 Closing Remarks & Adjournment

The meeting adjourned at 7:15 and continued with the private sessions.

The next Board meeting is March 18, 2021.