



Board of Directors Meeting

**Public Minutes**

**Thursday, November 17, 2022**

4:00 – 5:45 PM

Executive Boardroom, Victoria Inn, 1808 Wellington Avenue

Microsoft Teams

**Board Members:**

|                              |   |                  |   |                 |   |
|------------------------------|---|------------------|---|-----------------|---|
| Mr. J. Chipman (Chair)       | P | Mr. K. McNeill   | R | Ms. M.B. Taylor | P |
| Mr. D. Mortimer (Vice-Chair) | P | Ms. Jan Belanger | P | Dr. K. Juce     | R |
| Mr. V. Warden (Treasurer)    | P | Dr. E. Renner    | P | Dr. B. Schacter | P |
| Ms. P. Bell                  | P | Ms. R. Pronteau  | P |                 |   |

**Management:**

|   |   |   |   |                            |   |
|---|---|---|---|----------------------------|---|
| Dr. S. Navaratnam<br>(CCMB CEO)                     | P | Dr. D. Houston<br>(MSA President)                 | P | Ms. P. Smith<br>(CCMF CEO) | P |
| Ms. A. Mitchell for<br>Ms. K. Peters<br>(Exec Asst) | P | Ms. V. Giesbrecht<br>(Board Coordinator\Recorder) | P |                            |   |

**Guests:**

|                     |   |                        |   |  |  |
|---------------------|---|------------------------|---|--|--|
| Dr. R. Koul (Guest) | P | Dr. B. McCurdy (Guest) | P |  |  |
|---------------------|---|------------------------|---|--|--|

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

**1. Call to Order, Welcome, Review and Approval of the Agenda**

- 1.1. The Chair welcomed everyone and called the meeting to order at 4:02 p.m.
- 1.2. Ms. Taylor indicated she would be few minutes late for the meeting.
- 1.3. The meeting began by acknowledging that between 1871 and 1906, Treaty Commissioners, acting on behalf of the Crown, signed seven Treaties with First Nations leaders in what is now called Manitoba. This land on which we gather is the traditional territory of the Cree, Dakota, Dene, Anishinaabeg, Oji-Cree and Ojibway Peoples, as well as the homeland of the Métis Nation.
- 1.4. Dr. Rashmi Koul, Medical Director of the Radiation Oncology Program and Department Head of Radiation Oncology, and Dr. Boyd McCurdy, Head of Medical Physics and Technical Lead for the Radiation Oncology Program were invited to the meeting.

**2. Consent Agenda**

A Consent Agenda was utilized for the Board meeting. Items on the Consent Agenda included:

- 2.1. Minutes of the October 20, 2022 meeting

- 2.2. Highlights of the Board meeting
- 2.3. Board Meeting Evaluation
- 2.4. Approved Committee Minutes of the Current Month's proceedings (Executive, Community Connections, Finance and Audit, Quality and Patient Safety, and Research)
- 2.5. Facilities Planning and Development Update
- 2.6. MNP Report

***It was MOVED to approve Items 2.1 to 2.5 of Consent Agenda.  
So MOVED.***

Item 2.6 was removed from the consent agenda. Ms. Belanger provided some background information to the MNP Report and there was some discussion.

- The appended Board Minutes and highlights 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 Microsoft Teams 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. Special Presentation**

#### **3.1 Radiation Oncology Program: Overview and Roadmap – Dr. R. Koul\Dr. B. McCurdy**

Mr. Chipman welcomed Dr. Koul and Dr. McCurdy and turned the meeting over to them.

Dr. Koul thanked the Board for the opportunity to provide an update on the Radiation Oncology Program (ROP). Dr. Koul reviewed with the Board:

- Who is ROP (Radiation Oncology, Medical Physics and Radiotherapy)
- ROP deliverables for 1) clinical support, 2) innovation and 3) teaching and training.

She then introduced Dr. McCurdy who spoke to research and its deliverables. He also summarized the roadmap for the next three years.

Mr. Chipman thanked Dr. Koul and Dr. McCurdy for presenting to the Board who then left the meeting.

### **4. President's Office**

#### **4.1. President's Report – Dr. S. Navaratnam**

The President's Report was included in the meeting package. Due to the time constraint, Dr. Navaratnam asked if anyone had questions.

Dr. Schacter advised the Dr. Kevin Brown will be giving a presentation on physician burnout at the December meeting of the Advisory Medical Board. The presentation will be included in the Minutes of the AMB which will be in the December Board meeting package.

## **5. For Discussion and/or Resolution**

### **5.1. Financial and August – Chair, F&A**

#### **5.1.1. Financial Statements – September 30, 2022**

Mr. Warden reviewed the financial statements which were included in the meeting package.

**It was MOVED and SECONDED that the financial statements for the six-month period ended September 30, 2022 showing an overall deficit on operations of \$1.55M be approved as presented.**  
**CARRIED.**

#### **5.1.2. Updated Budget 2022-2023**

The Board was advised that the Finance and Audit Committee reviewed and revised the currently approved Budget for 2022-2023 to reflect the increased funding with some additional minor adjustments. Mr. Warden reviewed the changes and there was some discussion.

**It was MOVED and SECONDED that the Budget for General Operations for 2022/23 be revised to reflect a projected increase in expenses from \$195.2 million to \$201.0 million with the expectation that a balanced budget will be achieved for the fiscal year.**  
**CARRIED**

#### **5.1.3. Investment Policy**

The Board was advised that the Finance and Audit Committee reviewed and revised the Investment Policy at the meeting of November 8, 2022. It was revised mainly to reflect the consolidation of the special purpose fund with the general fund along with some other minor updates. The Finance and Audit Committee recommends approval of the revised Investment Policy.

**It was MOVED and SECONDED to approve the revised CCMB Investment Policy.**  
**CARRIED**

#### **5.1.4. Appointment of External Auditors**

The Board was advised that the Finance Audit Committee discussed the appointment of an external auditor for 2022/2023 at the November 8, 2022 meeting. The Committee recommended Board approval for the appointment of KPMG.

**It was MOVED and SECONDED to approve the appointment of  
KPMG as external auditors for the year ending March 31, 2023.  
CARRIED**

**5.2. Nominations and Governance – Chair, N&G Subcommittee**

**5.2.1. Membership Update – Chair, N&G**

Mr. Mortimer reported last month on the governance proposal submitted to the Government. Follow up on this is pending. Mr. Chipman advised that a meeting is scheduled with Mr. Scott Ransome, Mr. Don MacDonald and himself and he expects to be able to provide an update at the December Board meeting.

**5.2.2. Accreditation 2023 Update – Chair, N&G**

Accreditation is a standing item on the agenda of the Quality and Patient Safety committee and reports that preparation is progressing as we would expect. Dr. Navaratnam advised that Dr. Turner is scheduled to give an accreditation presentation at the January Board meeting.

**5.2.3. Bill 10 – Chair, Board**

Discussed under 5.2.1.

**6. For Concurrence/Ex-Debate**

**6.1. Privileges – CEO**

Dr. Navaratnam is recommending Dr. Derek Milani for approval of Consultant category privileges. Dr. Milani is a dentist who provides care to Head and Neck cancer patients.

**It was MOVED and SECONDED to approve Consultant Category  
privileges for Dr. Derek Milani.  
CARRIED**

**7. Private Sessions**

**7.1. With CEO – not required**

**7.2. Without CEO – not required**

**8. Closing Remarks and Adjournment**

The Chair thanked everyone for their attendance and input into the meeting. The meeting adjourned at 5:46 p.m. followed by the 2022 Provincial Cancer Care Conference dinner and keynote address.