

CancerCare Manitoba Board of Directors Meeting

Minutes of the Meeting

October 20, 2022

5:00 – 7:00 PM

Microsoft Teams

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

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. P. Smith (CCMF CEO)	P
Ms. K. Peters (Exec Asst)	P	Ms. V. Giesbrecht (Board Coordinator\Recorder)	P	Dr. D. Turner (Guest)	P
Mr. K. Borce (Guest)	P	Dr. V. Gordon (Guest)	P	Ms. T. Schlamb (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 to the meeting and called the meeting to order at 5:02 p.m.
- 1.2. 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.
- 1.3. Dr. Navaratnam is joining the meeting virtually. Also joining the meeting are Dr. Donna Turner, Chief of Population Oncology, Mr. Ken Borce, Chief of Clinical Operations, Dr. Vallerie Gordon and, Medical Oncologist and Medical Director of the Systemic Therapy Program, and Ms. Tracey Schlamb, Director of Patient Services, Systemic Therapy Program.

2. Consent Agenda

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

- 2.1. Minutes of the September 15, 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, Finance and Audit, Quality and Patient Safety, Research, Advisory Medical Board)
- 2.5. Facilities Planning and Development Update

It was MOVED to approve the Consent Agenda.

So MOVED.

- 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 Systemic Therapy Program – Mr. K. Borce\Dr. V. Gordon\Ms. T. Schlamb

Mr. Borce provided an update of the Systemic Therapy Program on behalf of the leadership team of the program. This program is aligned with the CCMB Roadmap Priority 3, Objective 4. The presentation was included in the meeting package. There was fulsome discussion following the presentation regarding the benefits of this program, the opportunities and challenges.

Action to be taken:

1. Communication will be sent to the Board regarding the number of chemotherapy treatments by geographical region.

4. President's Office

4.1. President's Report – Dr. S. Navaratnam\Dr. D. Turner

Dr. Navaratnam joined the meeting from Geneva where she is attending and presenting at the World Cancer Conference, representing CancerCare Manitoba as well as Canada as CAPCA Chair. On her return she will be attending a CPAC meeting in Quebec.

The President's Report was included in the meeting package and there were no questions in that regard.

The focus of this month's report was on Key Performance Indicators (KPI) and Dr. Donna Turner gave the presentation on System Performance. The presentation was included in the meeting package.

The outline of the meeting included an introduction to Key Performance Indicators and Key performance indicators – Manitoba Health Bilateral. The third item, Key performance indicators – CCMB Roadmap was deferred and will be presented at a future Board meeting.

There was fulsome discussion following the presentation.

5. For Discussion and/or Resolution

5.1. Financial Statements – August 31, 2022 – Chair, F&A

Mr. Warden reviewed the financial statements. At the September Board meeting he stated that a revised budget was going to be presented at the October board meeting but advised that it is being deferred to the November meeting.

**It was MOVED and SECONDED that the financial statements for the
5-month period ended August 31, 2022 showing
an overall deficit on operations of \$1.7M be approved as presented.
CARRIED.**

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

5.2.1. Membership Update – Chair, N&G

Mr. Mortimer reported that work is progressing with the Province on our move to Bill 10 and some of the implications from a governance perspective on that.

5.2.2. Accreditation 2023 Update – Chair, N&G

Dr. Juce chaired the October Quality and Patient Safety Committee meeting in Mr. Mortimer's absence. Accreditation readiness is a standing item on the agenda. Although there are some areas that will need attention, there are no concerns at this point from her perspective. The Committee has a good lense on this.

5.2.3. Bill 10 – Chair, Board

Mr. Chipman and Mr. MacDonald continue to site on the Implementation Committee with the next meeting scheduled for the near future and anticipates being able to give an update at the November Board meeting.

6. For Concurrence/Ex-Debate

7. Private Sessions

7.1. With CEO – not required

7.2. Without CEO – required

8. Closing Remarks and Adjournment

The business part of the meeting ended at 6:55 followed by a private session without the President.