



## CCMB Board of Directors Meeting

### Minutes

Thursday, March 17, 2022

5:00-7:00 p.m.

Microsoft Teams

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

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. P. Smith (CCMF CEO)	P
Mr. Robert West (Guest)	P	Mr. Scott Murray (Guest)	P	Ms. Maria Cotroneo (Guest)	P
Ms. Donna Hill (Guest)	P	Mr. Don MacDonald (Guest)	P	Mr. Brent Gibson (Guest)	P
Mr. Alvin Catamisan (Guest)	P	Ms. K. Peters (Exec Asst)	P	Ms. V. Giesbrecht (Board Coordinator\Recorder)	P

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

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

- The Chair welcomed every to the meeting and called the meeting to order at 5:02 pm.
- 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.
- Also joining the meeting are Mr. Robert West, Mr. Scott Murray, Ms. Donna Hill, Ms. Maria Cotroneo, Mr. Don MacDonald, Mr. Brent Gibson and Mr. Alvin Catamisan.

### 2.0 Special Presentation

#### 2.1 Accountability Agreement

The Transformation Management Office (TMO) is providing briefings to Boards on their organizations' respective Accountability Agreements. Mr. West, Mr. Murray, Ms. Hill, and Ms. Cotroneo attended today's Board meeting to speak to the CancerCare Manitoba Accountability Agreement and corresponding schedules.

The briefing included the initiative overview, an overview of the CCMB Accountability Agreement, the current status and next steps, ending with a question and answer period.

The amendments to The Regional Health Authorities Act (Bill 10) requires each of the Health Authorities to enter into an Accountability Agreement with the Minister of Health.

The Board was provided with a copy of the Accountability Agreement and the Schedules relating to CancerCare Manitoba. Mr. Murray noted that the Schedules for 2022/23 have been populated with the best available information within the time available and that some of the sections of the schedules won't be fully developed until there is further advancement of the transformation. Regarding Schedule D, as further Terms of Service are developed, they will be circulated and attached to the schedule.

The Board was asked to advise the TMO of any errors or omissions in the documents or if there are other questions by March 25, 2022 as they would like to have the process in place by April 1, 2022 or shortly thereafter.

The briefing concluded with a question and answer period.

The Chair noted that there are additions the Board will likely want to make to the schedules and some wording changes in the Agreement. He thanked members from the TMO for attending the meeting, providing insight, giving CCMB an opportunity for additional input, and all the work they have done on this.

Members from the Transformation Management Office left the meeting.

There was further discussion. A follow up meeting will be scheduled with the Executive Committee, Mr. Gibson and Ms. Leylek for a final review of the Accountability Agreement and Schedules.

### 3.0 Consent Agenda

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

- Minutes of the January 20, 2022 Meeting
- Highlights of the Board Meeting
- Board Meeting Evaluation
- Approved Committee Minutes of Current Month's proceedings (Executive, Quality and Patient Safety, Finance and Audit, Research (draft minutes))
- Facilities Planning and Development Update

*It was MOVED to adopt 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.

#### **4.0 President's Office**

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

The President's Report was distributed with the meeting package. The title of this report was "Investing in People: A priority for 2022".

In the report, Dr. Navaratnam reflected on the accomplishments and some of the challenges of the past year. She spoke to the focus areas for 2022 which will be investing in people, culture of EDI, building capacity (infrastructure/capital projects for sustainability), research rebuild.

With the pandemic appearing to be in retreat, CancerCare Manitoba needs to focus on restoring employee resilience and creating a supporting, rewarding culture. Dr. Navaratnam, as a leader, is devoted to maintaining and enhancing the highest standards of excellence in patient care. To fulfill our promise to the people of Manitoba, we must give some focus to investing in our staff.

There was fulsome discussion on investing in people and some of the next steps to achieve this. Members of the Board expressed support of this work. The Chair thanked everyone for the input and sound experience that we can take advantage of.

#### **5.0 For Discussion and/or Resolution**

##### **5.1 Financial Statements – January 31, 2022 – Chair, F&A**

Mr. Warden reviewed the financial statements for the period ending January 31, 2022.

**It was MOVED and SECONDED that the financial statements for the 10-month period ended January 31, 2022 showing an overall deficit of 2.8M be approved as presented.  
CARRIED.**

##### **5.2 Proposed Budget: 2022-2023 – Mr. Brent Gibson, Mr. Alvin Catamisan**

Mr. Warden advised that the Finance and Audit Committee did review the proposed budget for 2022-23 their meeting of March 1 and recommends approval of the budget.

Mr. Brent Gibson, Chief of Corporate Services and Finance, and Mr. Alvin Catamisan, Manager of Finance, attended today's Board meeting. Mr. Gibson gave a presentation on the proposed budget. There were some concerns expressed and how to address them.

*It was MOVED and SECONDED to approve the Budget for 2022/23 as follows:*

- *A balanced budget for Operations with total projected revenue/expenditures for \$195.2 million subject to achieving efficiency savings and/or receiving additional revenue totaling \$3.3 million;*
    - *A balanced budget for Clinical, Basic Research and Special Projects with total projected revenue/expenditures of \$13.1 million; and*
  - *A Capital budget with total projected revenue of \$4.1M and projected expenses of \$5.5 million resulting in a projected deficit of \$1.44 million.*
- CARRIED.**

### **5.3 Nominations and Governance – Chair, N&G**

#### **5.3.1 Appointment to the Quality and Patient Safety Committee**

Today was the last official board meeting for Ms. Darlene Grantham who was unable to attend. She was a government appointee and we are awaiting word regarding a replacement for her.

Ms. Anita William is a family physician in northern Manitoba and comes to us highly recommended as an external member to the Quality and Patient Safety Committee. In addition, the Nominations and Governance subcommittee approached Mr. Kevin McNeill to replace Ms. Grantham as a Board Representative. He is also Chair of the Facilities Planning and Development Committee.

*It was MOVED and SECONDED that CCMB Board approve the appointment of Dr. Anita William and Mr. Kevin McNeill to the Quality and Patient Safety Committee.*

**CARRIED**

### **6.0 Private Sessions**

**6.1 With CEO – not required**

**6.2 Without CEO – not required**

### **7.0 Closing Remarks & Adjournment**

The Chair thanked everyone for their participation in the meeting. He was remiss to thank Mr. Don MacDonald earlier in the meeting on his work on the Accountability Agreement as well.

The meeting adjourned at 7:25 p.m.