



Board Meeting

Minutes of the Meeting

Thursday, March 16, 2023

5:00 – 7:00 PM

4th Floor Executive Boardroom\Microsoft Teams

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

Dr. S. Navaratnam (CCMB CEO)	P	Dr. D. Houston (MSA President)	P	Ms. P. Smith (CCMF CEO)	V
Ms. K. Peters (Exec Asst)	P	Ms. V. Giesbrecht (Board Coordinator\Recorder)	P	Mr. B. Gibson (Guest)	P
Dr. D. Turner (Guest)	P	Ms. T. Thiele (Guest)	P	Patient (Guest)	P
Ms. H. Purvis (Guest)	P				

Legend: P-Present; R-Regrets; V-Virtual

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 5:01 pm.
- 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. Also joining the meeting today are Mr. Brent Gibson, Chief of Corporate Services and Finance; Dr. Donna Turner, Chief of Population Oncology; Ms. Tracy Thiele, Director of Quality and Patient Safety; and a CCMB patient.

2. Consent Agenda

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

- 2.1. Minutes of the January 26, 2023 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, Facilities Planning and Development, Finance and Audit, and Quality and Patient Safety)

2.5. Governance Functioning Tool Results

2.6. Action Plan for Instrument Results

It was noted that the Community Connection Committee Minutes, for example, contained many abbreviations. It was a suggestion that a glossary is prepared for each Committee saved on their respective subpages. The Chair asked that Ms. Giesbrecht ask the respective Administrative Officers to make this addition.

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 Introduction to Patient Story – Chair, Board

A presentation entitled “CCMB Board of Directors Patient Story Preparation” was included in the meeting package for Board members to review prior to the Board meeting. There were no questions and the patient, the Director of Quality and Patient Safety, Ms. Tracy Thiele, and the Patient Representative, Ms. Heather Purvis, were invited to join the Board meeting underway.

3.2 Patient Story

The patient shared her story with the Board after which she, Ms. Thiele and Ms. Purvis left the meeting. Dr. Turner remained in the meeting for the debrief and there was some discussion regarding the patient’s story.

It was suggested that when undergoing on the onsite visit for accreditation, we ask the surveyors what their perspective is on the purpose of having patient stories to help them understand that the board is in tune with emotional element.

Currently the Quality and Patient Safety and Facilities Planning and Development Committees start their meetings with a recorded patient story. It was suggested that other Committees may wish to explore this. The Facilities Planning and Development Committee has found that it is very useful as it grounds them. Everyone comes to the meeting rushed and this is a pause and brings respect to what they are doing and why. They find it valuable and would recommend it to other committees.

It was stated that stories are a gift and suggested that we could also look to the CancerCare Manitoba Foundation for stories.

4. President's Office

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

Dr Navaratnam reported that the research report entitled “Research at CancerCare Manitoba – Care Through Discovery” is available to the public. Hard copies were shared with those present at the meeting and a link to the electronic version will be emailed to Board and Committee members following the meeting.

Dr. Navaratnam also reported on:

- The status of various recruitments underway
- The townhall held earlier in the day
- The visit from a team from Uganda
- The Gold-Plated Dinner

The Chair provided an opportunity for Ms. Patti Smith, President and CEO of CancerCare Manitoba Foundation, to provide a brief report and congratulated her on a successful event.

5. For Discussion and/or Resolution

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

Mr. Warden provided a summary of the financial statements to December 31, 2022.

**It was MOVED and SECONDED that the financial statements for the
9-month period ended December 31, 2022 showing
an overall deficit in operations of 1.424M be approved as presented.
CARRIED.**

5.2. Proposed Budget: 2023-2024 – Mr. B. Gibson

Mr. Gibson, Chief of Corporate Services and Finance, was invited to present the proposed budget for 2023-2024. A presentation was included in the meeting package. There was discussion of the proposal and concerns were expressed.

***It was MOVED and SECONDED that management will rework the budget based on the
discussion and will submit it for approval to the Board prior to the end of March.
CARRIED***

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

5.3.1. Membership Update – Chair, N&G

Deferred

5.3.2. Accreditation 2023 Update – Chair, N&G

Mr. Mortimer thanked Board members for completing the secondary survey which showed significant improvement over the 2022 survey and the 2019 survey. We have an Action Plan and will be working on this with Dr. Turner.

He also reported that the Board policies will be undergoing a review.

5.3.3. Bill 10 – Chair, N&G

Work is progressing. The Nominations and Governance Subcommittee is waiting for feedback and approval to move forward.

6. For Concurrence/Ex-Debate

6.1. Privilege – CEO

Dr. Brett Houston was granted Associate Category privileges in March 2021 and has applied for Active Category privileges. Her request has been reviewed and Dr. Navaratnam recommends approval of Active Privileges.

***It was MOVED and SECONDED to approve Active Privileges
for Dr. Brett Houston effective March 16, 2023.
CARRIED***

7. Private Sessions

7.1. With CEO – not required

7.2. Without CEO – required

8. Closing Remarks and Adjournment

The Chair thanked everyone for their attendance and input into the meeting. The meeting adjourned at 7:00 PM and continued with a private session without the CEO.