

Board of Director Meeting Highlights

Yellowknife, Northwest Territories

June 20, 2013

Chair's remarks

Chris Clark, Chair, welcomed Arlene Paton and Lyne St-Pierre-Ellis to their first meeting of the Board of Directors. Mr. Clark also commented on presentations made at the June 19, 2013 Board stakeholder engagement session, in particular a documentary video by the NWT Breast Health/Breast Cancer Action Group titled *Northern Women Share Their Journey*.

CEO Report

Shelly Jamieson, CEO, referred the Directors to the CEO Report and provided an update on her recent activities and meetings with stakeholders. She reported on her appearance before the Senate Committee for Bill C-314, an Act respecting the awareness of screening among women with dense breast tissue. Ms. Jamieson commented on the shift of the Canadian Breast Cancer Screening Initiative from the Public Health Agency of Canada to the Partnership, and current contractual agreements with the pan-Canadian Oncology Drug Review (pCODR). She also provided a high-level overview of results from the Employee Engagement Survey.

CLASP2 (Coalitions Linking Action and Science for Prevention 2)

Dr. Heather Bryant, VP, Cancer Control, described the progress of work related to CLASP2 and sought approval for six proposed projects. The Board of Directors approved the six proposals, with four funded by the Partnership and two additional proposals that may be supported by external funders where proposals align with their organizational priorities.

Canadian Partnership for Tomorrow Project update

Dr. Bryant provided an update on the status and progress of the Canadian Partnership for Tomorrow Project (CPTP), including a special report from the Ontario Health Study. The Ontario Health Study is currently working on eleven pilots to assess which method will best increase uptake on its blood sample collection. Dr. Bryant also noted that the CPTP Strategic Advisory Council and the International Scientific Advisory Board (ISAB) have both held meetings since the last Partnership Board meeting.

Important topics relevant to the cohort were discussed, including pay for performance and the validity of research data in light of different recruitment rates across the country. The cohort has discussed this issue extensively with the ISAB, and they were assured that the validity of the study is not threatened.

Impact Report – Lung Screening

An impact report on lung screening was presented as an example of work that is currently tracking to plans with no significant risks. Dr. Bryant provided a review of the progress and current direction in lung screening. Lee Fairclough, VP, Strategy, Knowledge Management and

Delivery, gave an overview of the Cancer Risk Management Modeling platform and how its capabilities and outputs can be used to inform policy and program decisions in lung screening.

2012/13 Q4 Corporate Plan – Risk and Forecast Summary

The Board approved the 2012/13 Corporate Plan: Risk and Forecast Summary Report for Q4, 2012/13 fiscal year.

Proposed framework for reporting

Ms. Fairclough presented a proposed framework and approach to reporting on progress, risk and opportunity. The proposed approach is designed to provide an assessment of progress in terms of work and financial variance but also how work is tracking towards 2017 outcomes and a more sophisticated assessment of risk organizationally. It also provides an ability to have more strategic discussions on a routine basis about the current focus of efforts, likely achievement of results and opportunities to maximize impact. The Board supported moving ahead with the proposed framework for reporting.

Finance and Audit Committee Report

Laura Talbot, Chair of the Finance and Audit Committee, thanked Peter Crossgrove for his leadership and work as the inaugural Chair of the Finance and Audit Committee.

The following decisions were made:

- The Board approved the Audited Financial Statements and Auditor's Report for the year ended March 31, 2013.
- The Board approved the annual Management Compliance Report as at March 31, 2013.
- The Board appointed Grant Thornton LLP as the auditors of the Partnership to hold office for the year ending March 31, 2014.

With respect to the Privacy and Security Framework, management's proposed actions to amend the Protection of Personal Information Policy and request to the Governance and Nominating Committee to review Board Committee Terms of Reference, Board level policies and annual compliance/declaration exercises were also discussed.

Governance and Nominating Committee Report

Board membership:

Following the recruitment process, René Gallant, Chair of the Governance and Nominating Committee, brought forward individuals for nomination and election to the Board of Directors:

- Helen Mallovy Hicks was nominated for election as a Director who is a cancer patient, survivor or family member.
- Ewan Clark was nominated for election as a Director who is knowledgeable about cancer and cancer control, drawn from the non-governmental sector.

- Crystal Nett was nominated for election as a Director who is knowledgeable about cancer and cancer control, drawn from the non-governmental sector.
- Dr. Eshwar Kumar was nominated for election as the Director at large who is affiliated with the Canadian Association of Provincial Cancer Agencies.
- André Robidoux was nominated for re-election as a Director who is knowledgeable about cancer and cancer control, drawn from the non-governmental sector.

Chris Clark, Board Chair, thanked and acknowledged the contributions of outgoing members Peter Crossgrove, Gary Semenchuck, Carol Sawka, René Gallant and Marla Shapiro.

The appointments of Board officers were reviewed as follows:

- Chris Clark was re-appointed to hold the office of Chair of the Canadian Partnership Against Cancer for a term of one year.
- Chris Power was appointed to hold the office of Vice-Chair of the Canadian Partnership Against Cancer for a term of one year.
- Laura Talbot was re-appointed to hold the office of Chair of the Finance and Audit Committee for a term of one year.

Mr. Clark thanked Mel Cappe for his counsel while serving as Vice-Chair of the Board for the past two years.

Changes to legislation for not-for-profit organizations:

Resolutions were passed to bring the Partnership's existing by-laws in compliance with the new *Canada Not-For-Profit Corporations Act*.

Board Composition and Governance Report:

A governance review was completed.

Board evaluation:

The Board approved conducting a Board evaluation annually, using the Board Evaluation Survey as presented at the meeting as part of a commitment to continuous improvement in relation to overall Board performance and effectiveness.

December 2012 Board retreat update

Ms. Jamieson presented a summary of priority items identified for discussion at the December 2012 Board retreat and made commitments on timing for discussion and updates to the Board.