

Board of Director Meeting Highlights

Ottawa, Ontario

April 9, 2013

CEO Report

Shelly Jamieson, CEO, referred the Directors to the CEO Report and noted that a number of significant decisions are being requested of the Board, including decisions relating to: the Canadian Partnership for Tomorrow Project; First Nations, Inuit and Métis; public engagement and outreach; cancerview.ca, Board Governance Review; and performance measurement work.

Ms. Jamieson commented on the development of a strategy map to guide the organization in its work, project status tracking, and the 100% response rate for the Employee Engagement Survey. Ms. Jamieson also updated the Board on recent meetings with stakeholders. Of note, she attended her first National Aboriginal Organization Caucus meeting and commented that partners are continuing to build on a collaborative relationship of mutual respect.

Canadian Partnership for Tomorrow Project planning document

Dr. Heather Bryant, VP, Cancer Control, provided an overview of recommendations for consideration: a report describing the current state and future plans for the Canadian Partnership for Tomorrow Project (CPTP), and approval of funding agreements for ongoing work in four of the five recruiting regions.

The planning document reviews progress to date relative to the original vision of the project and describes a path forward towards completion and sustainability, including a “virtual” population research institute and considerations for the long term development and utilization of the platform. The Board endorsed the document and approved a budget for the four regions to complete venous blood sample collection and ongoing activities in these regions.

First Nations, Inuit and Métis multi-year plan

Lee Fairclough, Vice-President, Strategy, Knowledge Management and Delivery, provided an overview of the proposed initiative that addresses items in the *First Nations, Inuit and Métis Action Plan on Cancer Control*. The initiative includes the primary themes of access to care in rural and remote settings at the point of diagnosis and discharge, and a patient identification system to enable both the provision of culturally responsive care and the use of data to monitor cancer control at the population level. The Board approved the proposed work.

Evaluation Framework

Ms. Fairclough gave an overview of the evaluation framework which is a key requirement of the Partnership’s funding agreement to inform an independent evaluation of the Partnership in 2015. It was built on the work to date related to the performance measurement strategy and logic model, and outlines key questions and suggested data sources for an independent evaluator. The Board approved the evaluation framework to be submitted to Health Canada.

Public engagement and outreach, and evolving the role of cancerview.ca

Ms. Fairclough presented the public engagement and outreach strategy, highlighting guiding principles of working with and through partnership to ground the work. Three focus areas of action were proposed: advancing the cancer control strategy, targeting specific cancer control outcomes and patient-centeredness. Ms. Fairclough described the opportunity to leverage social media and digital strategies to maximize the benefits of our partnered approach.

Ms. Fairclough noted that the time is right to reassess the approach to cancerview.ca given what resources are available and how audiences are seeking information. The proposed purpose of cancerview.ca is to make the connection between new and existing knowledge about cancer and what it means for practice. This will see more dynamic development of content, increased ability to profile partner content and perspectives in an active way, and evidence-based content to support public engagement and outreach activities. Ms. Fairclough commented that cancerview.ca should not endeavour to be “all things cancer.” It would target professionals and those active within the health system, but the information would also be repackaged to support public engagement and outreach strategies.

The Board approved the direction and plan for public engagement and endorsed the initiation of work in each of the three focus areas. The Board also supported the new direction for content on cancerview.ca and its proposed use to support public engagement and outreach.

CAREX Canada – 2013-2017 Funding Agreement

The Board approved entering into a four-year agreement from April 2013 to March 2017 with Simon Fraser University for CAREX Canada to increase the availability and use of occupational and environmental carcinogen exposure data.

December 2012 Board retreat:

Chris Clark, Chair, presented a summary of the Board retreat for review and initiated discussion on the items identified as priority for further action. “Choosing wisely” and influencing public policy emerged as priority items, with management to identify timing for future discussions and updates to the Board.

Performance/financial items:

- The Board approved the 2012/13 Corporate Plan: Risk and Forecast Summary Report as at February 21, 2013.
- The Board approved the interim financial statements for the nine months ended December 31, 2012.
- The Board approved the 2012/13 Audit Plan.
- The Board approved a revised Investment Policy effective April 10, 2013.
- The Board rescinded the Access and Privacy Policy approved on August 19, 2007 and approved the adoption of a new, comprehensive Privacy and Security Framework.

Governance and Nominating Committee Report:

Committee membership

The Board approved changes to the membership of two Board committees due to changes in Board membership.

The Governance and Nominating Committee will be composed as follows:

- Chair: René Gallant
- Vice-Chair: Darren Dick
- Members: Milton Sussman, André Robidoux, Lyne St-Pierre-Ellis

The Finance and Audit Committee will be composed as follows:

- Chair: Laura Talbot
- Vice-Chair: Peter Crossgrove
- Members: Pamela Fralick, Marcia Nelson

Appointment of Corporate Secretary

The Board appointed Ruth Hawkins, Vice-President, Finance and Corporate Services, as Secretary of the Corporation until she resigns or her successor is appointed.

Vice-Chair appointment process

The current Board Vice-Chair's term ends June 2013 and Board members were requested to indicate their interest in the Vice-Chair position, or suggest nominations of other members, to the Chair of the Governance and Nominating Committee no later than May 1, 2013.

Director recruitment update

Mr. Dick provided an update on recruitment activity for three vacant Board positions. Nominations will be presented to the Board at the June 20, 2013 meeting.

Impact of changes to legislation for not-for-profit organizations

Mr. Dick proposed changes to existing by-laws to be compliant with the new *Canada Not-For-Profit Corporations Act*. All changes will be brought to the June 2013 Board meeting.

Board Composition and Governance Review

Mr. Dick shared the first draft Board Composition and Governance Review report with the Board seeking input and feedback. The Governance and Nominating Committee will meet in May to complete its work and present a revised report at the June 2013 Board meeting. Mr. Clark noted that this review was a worthwhile exercise to take the Board through with good ideas coming forward for improved Board governance and development.