

Board of Directors Meeting Highlights

Winnipeg, Manitoba

October 7, 2010

CEO's Report

Jessica Hill, Chief Executive Officer, reported to the Board on the following:

- Health Canada Evaluation: Ms. Hill reported that the Federal Government approved Health Canada's 2010 evaluation of the Partnership and the Executive Summary and Management Response are available on the Partnership's website, with the evaluation report available by contacting Health Canada.
- Town Hall: Ms. Hill informed the Board that the Partnership held its first Town Hall meeting in September 2010. These meetings are being held to ensure all staff members have needed information to work most effectively on the implementation of the national cancer strategy. Topics for this first meeting included results of the Health Canada 2010 evaluation of the Partnership, the results of a recent employee engagement survey and next steps, as well as work underway to map out future areas of focus for the cancer control strategy.
- UICC World Conference: Ms. Hill reported on a meeting with organizers of the 2012 UICC World Conference in Montreal to discuss the Partnership's possible role and indicated that the organizers would like the Partnership to help with the event's planning.
- Stakeholder outreach: Ms. Hill highlighted that she continues to meet with individuals within federal, provincial and territorial governments and cancer agencies to discuss the Partnership's current work, as well as future strategic direction.
- Strategic Initiatives: Ms. Hill reported on the survey results being used to refine Cancer View Canada's business plan, which was approved by the Board in April 2010. She also mentioned how the Partnership is using social media for Partnership initiatives, including "Colonversation" and noted that a strategy outlining the use of both social and traditional media will be presented to the Board at a later date.

Performance Committee Report

Caroline Heick, VP, Knowledge Management, updated the Board on the progress of the Cancer Risk Management Platform. Ms. Heick reported on complexities in the development of the cervical model, and user adoption and uptake. She then noted that training is occurring and that people are registering to use the platform, and noted that time and effort would be required to develop and support a competent and engaged user base. Upon motion duly made by Mel Cappe, Chair of the Performance Committee, seconded by Laura Talbot and carried, it was resolved that the Board approves the risks and mitigation strategies for the Cancer Risk Management Platform as presented and that such strategies be updated as required.

Mel Cappe then discussed the Canadian Partnership for Tomorrow Project (CPTP), including enrolment in Ontario and British Columbia, both of which are behind in their recruitment numbers. Ms. Hill indicated that the CPTP was one of the Partnership's most complex initiatives and with the recruitment of a stronger centralized team to oversee the national study, work variance is being monitored very closely. She also noted that a new recruitment strategy that includes an online electronic questionnaire and communications materials is expected to help increase enrolment. Upon motion duly made by Mel Cappe, seconded by Chris Clark and carried, it was resolved that the Board approves the risks and mitigation strategies for the CPTP as presented and that such strategies be updated as required.

Dr. Heather Bryant, VP Cancer Control, presented a proposed algorithm and process for the Partnership to assess topics that are being discussed in the media or within the cancer control sector that may require a response or 'position' from the Partnership. Two examples of such topics are access to mammography for women under 50, and different tests for colorectal cancer screening. The Committee agreed that the proposed process for identification and review of such topics needs to be evidence-based, and it needs to support the Partnership in deciding whether or not to add to or to help define the discussion, and through what channels or vehicles. It was agreed that a pilot to test the decision-making algorithm and generation process would be useful. Upon motion duly made by Mel Cappe, seconded by Christine Power and carried, it was resolved that the Board approves the pilot test and the Partnership will report back to the Board on findings.

Leanne Kitchen-Clarke, VP, Public Affairs, updated the Board on the objectives, goals, strategies and measures framework for the Partnership and each of the strategic initiatives. She noted that the purpose of the framework is to provide information on the role and value of the Partnership's work relative to the broader cancer control community, and to link the current targets to existing measurement tools. Ms. Hill noted that measuring progress in cancer control is very complex and how we measure targets will be difficult as each province is at a different point. Upon motion duly made by Mel Cappe, seconded by Peter Cossgrove and carried, it was resolved that the Board approves the framework to measure strategic efforts, clarify the organization's role and define value.

First Nations, Inuit and Métis

Leanne Kitchen-Clarke provided background on the First Nations Cancer Care course that is currently offered in British Columbia, Saskatchewan and Manitoba through Saint Elizabeth Health Care's @YourSide Colleague Program. She reported that a request has been made to collaborate with the Saint Elizabeth Health Care to expand the First Nations Cancer course throughout Canada, with a goal of bringing it to Alberta and Ontario in 2011, and to Quebec and the Atlantic provinces by March 2012. Ms. Kitchen-Clarke noted that the expansion would potentially reach an additional 600 communities and up to 5,000 community health care providers. Ms. Kitchen-Clarke noted that the course was free of charge for users. Upon motion duly made by Mel Cappe, seconded by Peter Goodhand and carried, it was resolved that the Board approved funding to expand the course, and that Saint Elizabeth Health Care move forward to develop a comprehensive project plan. Following this Ms. Kitchen-Clarke reviewed for the Board the work that has been done building a draft First Nations, Inuit and Métis (FNIM) Cancer Control Action Plan. She noted that an Advisory Committee was founded in January 2010 to help formulate a strategy and the action plan is currently being reviewed by group members' organizations and networks. Ms. Kitchen-Clarke indicated that the development and implementation of the First Nations Cancer Care Course and development of a FNIM site on Cancer View Canada have been completed based on a previous commitments made by the Partnership.

Finance and Audit Committee Report

The Board Approved interim financial statements for three months ending June 30, 2010. Aslam Bhatti, Chief Financial and Administrative Officer, provided an overview of Partnership projects and their associated risk status. The Board then approved the 2010-11 Corporate Plan: Risk and Forecast Summary Report, followed by Mr. Bhatti updating the Board on the Partnership's five year financial profile, highlighting major decisions and the expected financial impact.

Governance and Nominating Committee Report

René Gallant, Chair, Governance and Nominating Committee Chair, discussed past Board education themes on cancer and cancer control and then asked members for their input on the potential future topics presented by management. Several suggestions were put forward and the Chair indicated that each Board meeting will continue to have this item on future agendas.