

**Report of the Governance Committee**  
**Presented at the 2022 Annual Meeting of Members on September 28, 2022**  
**By Committee Chair, Dr. Mekalai Kumanan, M.D., MHA, BSc**

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The Governance Committee of the Ontario College of Family Physicians (OCFP) has focused on ensuring the organization's governance policies and practices remain strong and best support the Board in its work on behalf of the membership.

The Governance Committee is comprised of Board Members Drs. Jennifer Bondy, Jocelyn Charles, Michael Gagnon, Ilan Shahin, Mr. Steven Lewis, and Mr. Bruce Squires. On behalf of the membership, I extend my sincere thanks to them for their time, commitment, and hard work in maintaining our good governance.

### **Governance Committee Work 2021-22**

Over the past year, the Governance Committee continued to hone Board policies and practices to enhance the way in which the Board works. Committee reviewed a number of key policies over the year, including all Board Committees' Terms of Reference, the Role, Responsibilities and Accountabilities of the President, President-Elect, Secretary-Treasurer and Board Directors. As well they reviewed evaluations relating to the updated Board orientation program, the Board's performance, and the Board's compliance to their own policies. The Board orientation program was modified to include feedback from the previous orientation evaluations completed by new Directors.

The Committee oversaw the nomination process for Officers and new Directors of the Board. Governance Committee assessed the composition of the current Board of Directors using the Board Composition policy and the Board Composition Matrix, a skills matrix that identifies various competencies, background, and experience to guide placement and recruitment to the Board. Based on their assessment, opportunities and gaps for recruitment were identified. This review and assessment resulted in a recruitment effort for one new family physician Director, focused on the skills, experience, and perspectives noted below. This new Director will join the board as outgoing President, Dr. Elizabeth Muggah retires in September 2022.

### **Officer Recommendations**

In accordance with the OCFP's by-laws and policies, the Officer positions were chosen from the current members of the Board of Directors. In the upcoming year, Dr. Elizabeth Muggah will retire from the Board. Dr. Mekalai Kumanan transitions to be the OCFP's President.

Given these transitions, Governance Committee sought interest from current Directors for the President-Elect and Secretary-Treasurer positions. Governance Committee is presenting Dr. Jobin Varughese for the President-Elect position and Dr Eric Wong for the position of Secretary-Treasurer.

**Dr. Jobin Varughese** joined the Board in 2019 and has been involved with the Finance Committee since that time. He has a strong understanding of the governance responsibilities assigned to the role of Secretary-Treasurer and the Committee. Dr. Varughese is an Assistant

Clinical Professor in the Department of Family Medicine at McMaster University and Lecturer in the Department of Family and Community Medicine at the University of Toronto. His clinical work is split between comprehensive family medicine and care for patients in long-term care. He is the residency director for the family medicine residents at the Brampton site for McMaster University. Dr. Varughese has been involved with the OCFP at an operational level including as a former member of the Early Years in Practice Steering Committee and as a former Co-Chair of the OCFP's flagship program, Practising Wisely. He has strong governance experience at both the provincial and local Family Health Team (FHT) levels, having been involved as a Board director with the Ontario Long-Term Care Clinicians, Ontario Long-Term Care Physicians and Queen Square FHT.

**Dr. Eric Wong** studied at the University of Toronto, completing a Bachelor of Science before attending medical school and completing his Residency at the University of Western Ontario. He subsequently completed a Masters in Clinical Science (Family Medicine) and has practiced family medicine for over 17 years and during that time has had experiences in fee for service and FHG environments. Dr. Wong has held various academic appointments over the course of his career including his current role as Faculty Development Director at the Schulich School of Medicine & Dentistry at Western University. Dr. Wong brings strong leadership and governance skills to the Board. His involvement in various care settings, office, hospitals, patients' homes, long-term care and his role as a Medical Director of the Thames Valley Family Health Team provides him with a broad perspective of how local contexts influence health care provision. He has served in several leadership capacities including Director, Certification and Examinations and Regional Representative, Residency Accreditation Committee with the CFPC. He was also a Board member of the OCFP from 2013-2015. He currently practises comprehensive family medicine in London and works with vulnerable populations, primarily those who are home-bound or institutionalized and serves as the Medical Director four local retirement and long-term care homes.

## **Recommendations for New Directors**

A call for applications was made between March 4 and April 4, 2022. The Governance Committee reviewed each of the applications and conducted interviews with the individuals who best met the needs of the Board based on the recruitment criteria listed above.

The Governance Committee is always grateful to the members who take time to apply to be on the Board, all of whom bring excellent experience and keen interest for the role. It is difficult to narrow the field of qualified candidates who apply to the final selection being presented at the Annual Meeting of Members. As a Committee, we thank all the members who wish to serve on the Board and are impressed by the leadership among colleagues in our profession.

The Board is presenting the following individual to the membership for approval. The skills, competencies, and leadership they have will bring valuable perspectives to enhance the current Board's composition.

**Dr. Kim McIntosh** completed her undergraduate degree at the University of Western Ontario and medical school at McMaster University, followed by the Rural Family Medicine Residency Program at the University of Toronto and in Orillia. Since completing her formal education, she has provided comprehensive primary care in a community practice inclusive of 10 years in emergency medicine, 20 years of obstetrical care, ongoing in-patient and community comprehensive care and teaching through several universities' Faculty of Medicine appointments. Dr. McIntosh was formerly the OCFP's successful nominee to the Provincial Primary Care Advisory Table, the North Simcoe Muskoka LHIN Couchiching Sub-Region Lead and

the Chief of Family Medicine at Orillia Soldiers' Memorial Hospital (OSMH). Presently, Dr. McIntosh serves her community as a comprehensive care family physician, as the Physician Lead for the Couchiching Ontario Health Team (COHT), as OSMH Program Medical Director – Medicine, Flow, Integrated Care, Covid Response, and as a Board Member of the Couchiching Family Health Team.

## Motions

*Be it resolved THAT Dr. Jobin Varughese be appointed for a two-year term as President-Elect for 2022-23 and 2023-24.*

*Be it resolved THAT Dr. Eric Wong be appointed for a one-year term as Secretary-Treasurer for 2022-23.*

*Be it resolved THAT the Dr. Kim McIntosh be elected to the Board of Directors for a three-year term of office concluding 2025.*

*Be it resolved THAT the Report of the Governance Committee be accepted.*

## The Board of Directors for 2022-23\*

OFFICERS			
Name	Position	Location	Term of Office
Dr. Mekalai Kumanan	President	Kitchener	2022-23 – 2023-24
Dr. Jobin Varughese	President-Elect	Brampton	2022-23 – 2023-24
Dr. Eric Wong	Secretary-Treasurer	London	2022-23

DIRECTORS		
Name	Location	Term of Office
Mr. Bruce Squires	Hamilton	2 <sup>nd</sup> Term (2020-23)
Dr. Patricia Froese	Kitchener	1 <sup>st</sup> Term (2020-23)
Dr. Michael Gagnon	Bolton	1 <sup>st</sup> Term (2020-23)
Dr. Allen Greenwood	Toronto	1 <sup>st</sup> Term (2020-23)
Dr. Doug Gruner	Ottawa	1 <sup>st</sup> Term (2020-23)
Mr. Steven Lewis	Barrie	1 <sup>st</sup> Term (2020-23)
Mr. Abhi Mukherjee	Ottawa	1 <sup>st</sup> Term (2020-23)
Dr. Jennifer Bondy	Windsor	1 <sup>st</sup> Term (2021-24)
Dr. Jocelyn Charles	Toronto	1 <sup>st</sup> Term (2021-24)

Dr. Taylor Lougheed	North Bay	1 <sup>st</sup> Term (2021-24)
Dr. Ilan Shahin	Toronto	1 <sup>st</sup> Term (2021-24)
Dr. Eric Wong	London	1 <sup>st</sup> Term (2021-24)
Dr. Kim McIntosh	Orillia	1 <sup>st</sup> Term (2022-25)

\*This is the slate of Officers and Directors for 2022-23 following the membership's approval of the presented motions.