

**THE ONTARIO COLLEGE OF FAMILY PHYSICIANS
2017-18 ANNUAL MEETING OF MEMBERS**

Wednesday, November 14, 2018
 Metro Toronto Convention Centre (MTCC), South Building, Room 501A,
 255 Front Street West, Toronto, Ontario

MINUTES

1.0	<p>President’s Welcoming Remarks</p> <p>Dr. Brown welcomed everyone to the meeting. He recognized the privilege of hosting the Annual Meeting on the land that is the traditional territory of the Huron-Wendat, Haudenosaunee, and Anishinabek Nations, and the Mississaugas of the New Credit First Nation.</p> <p>He welcomed Drs. Guillaume Charbonneau, President and Francine Lemire, Executive Director and CEO of the College of Family Physicians of Canada.</p>
2.0	<p>College of Family Physicians of Canada (CFPC): Chief Executive Officer’s Welcoming Remarks</p> <p>Dr. Lemire welcomed members to the meeting and noted that Drs. Young, Muggah, and Brown and Ms. Clarke had participated in recent CFPC and Chapter meetings.</p> <p>She reminded members that in 2017, the Family Medicine Professional Profile was introduced, which frames the discipline of family medicine, scope and training. The CFPC continues to work on behalf of family physicians and meet with stakeholders to build relationships, advocate, and work together on issues that impact family physicians. She cited recent discussions with the College of Physicians and Surgeons of Ontario (CPSO) regarding emergency medicine and the skills acquired by family physicians in their training. While flexibility is key across programs, CFPC advocated for areas where consistency should be maintained. Further, she shared a new initiative – Outcomes of Training project, which will influence and assist in determining the educational requirements for family medicine training; there will be collaborations with Chapters given the funding implications associated with changes to residency training, for example, moving from two to three years.</p> <p>She recognized the impressive work done by the OCFP in influencing, advocating and validating the work done by family physicians daily. She noted the valued relationship between the CFPC and the OCFP, sharing that it is collaborative and supportive with a strong focus on members.</p> <p>Dr. Charbonneau reflected on his time as President of the CFPC and recognized the current challenges in Ontario for family physicians. He closed by thanking the OCFP for their leadership and commitment to collaborate with the CFPC.</p>

3.0	<p>Minutes of the Previous Meeting – November 23, 2017</p> <p>It was Moved by: Dr. Charters Seconded by: Dr. Sutherland That the Minutes of November 23, 2017 be approved. Carried</p>
4.0	<p>Report of the President of the Board</p> <p>Dr. Brown referred to the report included in the agenda package. He highlighted the following:</p> <ul style="list-style-type: none"> • The launch of the 2018-2021 Strategic Plan with its renewed Vision and Mission statements. The plan was informed by member insights and needs. • A year of intensified advocacy to support stronger front-line patient care. In advance of the election, we met with all party leaders. • The recent change in government, highlighting that many new OCFP members will not have experienced a change in government. There is a need for an ongoing commitment to work together with the government of the day. • The ongoing advocacy work with the government, highlighting the OCFP's reputation as a trusted advisor. • The ongoing negotiations/arbitration between the OMA and the government, noting that the OCFP has shared perspectives with the OMA as they negotiate. • Strong partnerships continue to be a focus. Collaboration with the Section of General and Family Practice (SGFP) and the Association of Family Health Teams of Ontario (AHFTO) have been a focus to ensure cohesion when possible. • The collaborative work with the CFPC and the Rural Physicians of Canada to amend the unintended consequence of obstacles / requirements for rural physicians practicing in the Emergency Room. • The education offerings were described including the Collaborative Mentoring Networks, Practicing Wisely, piloting British Columbia's Care Course, and the inaugural Sharing Tools for Excellence in Practice (STEP) conference were highlighted. <p>It was Moved by: Dr. Catania Seconded by: Dr. Banwatt That the Report of the President of the Board be accepted. Carried</p>
5.0	<p>Report of the Secretary-Treasurer and Chair of the Finance Committee</p> <p>Mr. McCarthy presented the Audited Financial Statements for the fiscal year 2017-18. He referred to the following:</p> <ul style="list-style-type: none"> • Assets, Liabilities and Fund Balances with comparisons between 2016-17 and 2017-18. • Revenue earned across both years and the variances year over year, and the rationale. • Operating expenses across both years and the variances year over year, and the rationale. <p>Mr. McCarthy shared that the OCFP is well positioned to deliver on its Strategic Plan for the future as it remains in a positive financial position and is developing plans to draw down the operating reserve fund by investing in initiatives that support members. He recognized the Board of Directors, committee members, faculty and staff for their ongoing commitment to the OCFP and specifically thanked Finance Committee members for their diligence and oversight.</p>

	<p>Questions were invited:</p> <ol style="list-style-type: none"> Members questioned whether Ontario earns any revenue when the Family Medicine Forum (FMF) is in Toronto. Dr. Lemire, CFPC's Executive Director and CEO, noted that if there is a surplus, the funds are shared amongst all provinces. Ms. Clarke, OCFP's CEO, shared that the OCFP trialed a spring Conference, STEP, to offset the non-ASA year. <p>It was Moved by: Dr. Chan Seconded by: Dr. Hutten-Czapski That the 2017-18 Audited Finance Statements be accepted, and That Deloitte LLP be appointed as the OCFP's Auditor for 2018-19, and That the report of the Finance Committee be accepted. Carried</p>
6.0	<p>Report of the Chair of the Governance Committee</p> <p>Dr. Young referred to the work of the Governance Committee sharing that Committee focused this year on ensuring the OCFP governance policies and practices remained strong to best support the Board in its work on behalf of the OCFP membership. Committee worked to strengthen the Board's own accountability, and ensure the Directors were educated in governance best practices by developing a Board Education and Development Policy and Plan. As a Board, they participated in enhanced governance training, media training and government affairs training. In addition to the training, the Board also received key presentations from stakeholders over the course of the year which contributed to generative discussions.</p> <p>Committee also focused on its recruitment responsibilities for Officers and Directors. They determined that given the OCFP Bylaws provide for a Board size of between 13 and 16 Directors, and there are currently 15 Directors with no planned retirements, that recruitment of Directors would be deferred until 2019. In 2016, Dr. Young shared that she had been appointed for two years as the President-Elect and although the transition to President is an inherent next step, because of the evaluation that was scheduled to take place in 2018 regarding the two-year term of the President, the 2016 motion was silent regarding the transition to President. Dr. Young invited Dr. Brown to present the motion to the membership regarding the Presidency.</p> <p>It was Moved by: Dr. Raut Seconded by: Dr. Muggah That Dr. Jennifer Young be elected for a three-year term to serve as President for 2018-19 and 2019-20 and Past-President for 2020-21. Carried</p> <p>Dr. Young re-assumed presentation of the recommendations from Governance Committee.</p> <p>It was Moved by: Dr. Kumanan Seconded by: Dr. Charters That Dr. Muggah be confirmed as President-Elect for 2018-19 and 2019-20, President for 2020-21 and 2021-22 and Past President for 2022-23. Carried</p> <p>It was Moved by: Dr. Amy Catania Seconded by: Dr. Male That Mr. McCarthy be confirmed as Secretary-Treasurer for 2018-19. Carried</p>

	<p>It was Moved by: Dr. Hutten-Czapski Seconded by: Dr. Sutherland That Drs. Jonathan Bertram, Sundeep Banwatt, Nelson Chan, and Abhishek Raut be elected to a second term concluding in 2021. Carried</p> <p>Dr. Young presented the 2018-19 Board of Directors to the members.</p> <p>Questions were invited: Members questioned the Past President’s term of one year and Dr. Young explained the rationale for the decisions that was taken in 2015.</p> <p>It was Moved by: Dr. Raut Seconded by: Dr. Martino That the Governance Report be received. Carried</p>
7.0	<p>Report of the CEO</p> <p>Ms. Clarke shared the important work done on behalf of the membership by the OCFP. She described:</p> <ul style="list-style-type: none"> • The priorities of the Strategic Plan. • The Education offerings that were delivered across the province throughout the year. • The inaugural STEP Conference that was modelled after an Alberta College of Family Physicians conference that was held in Spring 2018. • The tools and resources available to members noting they are offered in partnership with stakeholders, such as the Centre for Effective Practice with whom the OCFP is co-located. • The relationships that were strengthened to support our work and benefit our members. • The work done on the Patient’s Medical Home and the work of the PMH Committee which was led by Dr. Elizabeth Muggah so that the OCFP could advocate for its implementation. • The work to advocate on behalf of members at various decision-making tables, with MPPs in advance of the recent election, and with partner agencies. <p>It was Moved by: Dr. Sutherland Seconded by: Dr. Charters That the CEO Report be received. Carried</p>
	<p>Closing Remarks and Adjournment</p> <p>The business component of the meeting concluded, and the Annual Meeting of Members was adjourned at 1:15 p.m. Dr. Brown thanked members, Directors and staff for their attendance.</p>