

Report of the Governance Committee
Presented at the 2019 Annual Meeting of Members on September 27, 2019
By Committee Chair, Dr. Jonathan Bertram, MD, CCFP

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

The Governance Committee is comprised of Board Members Drs. Sundeep Banwatt, Amy Catania, Elizabeth Muggah, and Lindsey Sutherland – all of whom have worked hard on good governance practices on the committee and for the Board. On behalf of the membership, I extend my thanks to them for their time and commitment.

Governance Committee Work 2018-19

Over the past year, the Governance Committee continued to hone Board policies and practices to enhance the way in which the Board works. Annually the Board conducts a self-evaluation and considers its collective needs for development. This past year, the Board undertook development opportunities to further strengthen its knowledge in the areas of Governance, and Human Resources. Additional sessions are planned for the coming year which will build on those sessions previously provided.

The Board also undertook a comprehensive review of its Bylaws to ensure continued compliance with legislation and alignment with the membership categories defined by the College of Family Physicians of Canada (CFPC). They Bylaws were approved by the Board and by the Board of CFPC in May 2019; they are attached.

The Committee oversaw the nomination process for Officers of the Board and confirmed interest from current members whose first term was expiring. Using the *Board Composition Matrix*, a skills matrix that identifies various competencies, background and experience to guide committee placement and recruitment, the Governance Committee assessed the composition of the current Board of Directors and identified where opportunities and gaps existed. This review and assessment resulted in the Committee's recommendation that recruitment efforts focus on skills and experience that:

- Represented a diversity of practice and payment models with specific emphasis on FHG, Fee for Service practitioners
- Experience working with vulnerable and complex populations, including Inner City / homeless and Indigenous populations.
- Currently practising or recently practised in one of the following regions that coincided with one or more LHINs: North East (Cochrane, Algoma, Sudbury Districts), North West (Kenora, Thunder Bay; Rainy River Districts), Central (Richmond Hill, Allison, Newmarket, etc.), Central West (Brampton, Orangeville, etc.) and South East (Kingston, Belleville).
- Early in career (0-10 years)

Officer Recommendation

In accordance with the OCFP's Bylaws and Policies, the Officer positions were chosen from the current members of the Board of Directors. Given Drs. Young and Muggah were appointed for two years each into the roles of President and President-Elect, those Officer positions remain in place. Governance Committee is presenting Dr. Nelson Chan for the position of Secretary-Treasurer.

- **Dr. Nelson Chan** joined the Board of Directors in November 2015. This past year, Dr. Chan transitioned from Governance Committee to Finance Committee given his interest in learning more about that Committee's work and mandate and his expressed desire for a leadership role on the Board. Dr. Chan made significant contributions on both Committees and the Board is pleased to present his nomination. Dr. Chan has been practising comprehensive family medicine since 2010 and works in South Western Ontario, specifically in London. Dr. Chan practises in both small town and urban practice settings, in a Fee-for-Service payment model, and works inside both an FHT and Group/Academic setting. He has a focused practice in Hospitalist medicine. Dr. Chan has a law degree from the University of Toronto. He has experience in leadership roles, as an Accreditation Surveyor with the CFPC and as the Western Family Medicine Program Urban Program Director. He is fluent in Cantonese.

As the Board welcomes Dr. Chan's appointment to the role of Secretary-Treasurer, we want to thank Mr. Terry McCarthy for his strong leadership in that role over the past several years. He has provided invaluable guidance and advice and will continue to serve on the Finance Committee for his last year on the Board.

Recommendations for Renewal of Directors

- **Dr. Mekalai Kumanan** is concluding her first term on the Board. Since joining the Board, Dr. Kumanan has been involved with the Member Value Committee. This year, she will assume the position of Chair of Member Value Committee and will also become a member of the Board's Executive Committee. Dr. Kumanan completed both a Master's degree in Health Administration and medical school at Dalhousie University. She then went on to complete her residency at the University of Western Ontario before choosing to join Two Rivers Family Health Team (FHT) in Cambridge, where she has been practising for over ten years. Dr. Kumanan was drawn to the collaborative approach to primary care within FHTs and values the opportunity to work within the close-knit family medicine community in Cambridge. She currently serves as the Chief of Family Medicine at the Cambridge Memorial Hospital.

Recommendations for New Directors

Applications were invited between May 22nd and June 5th. The OCFP received 11 applications. The Governance Committee reviewed each of the applications and conducted interviews with the individuals who best met the needs of the Board.

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, skills 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 he has contributed within the OCFP and in his community as an

early year family physician will bring a valuable perspective to enhance the current Board's composition.

- **Dr. Jobin Varughese** is an Assistant Clinical Professor in the Department of Family Medicine at McMaster University and Lecturer in the Department of Community and Family 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 member of the Early Years in Practice Steering Committee and as the Co-Chair of the OCFP's flagship program, Practising Wisely. He has strong governance experience at both the provincial and local 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.

Motions

Be it resolved THAT the amendments to the OCFP Bylaws be approved.

Be it resolved THAT Dr. Nelson Chan be appointed for a one-year term as Secretary-Treasurer for 2019-20.

Be it resolved THAT Dr. Mekalai Kumanan be re-elected to the Board of Directors for a second term of office concluding in 2022.

Be it resolved THAT the Dr. Jobin Varughese be elected to the Board of Directors for a three-year term of office concluding 2022:

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

Respectfully submitted by,



Dr. Jonathan Bertram, MD, CCFP
Chair, Governance Committee

The Board of Directors for 2019-20*

OFFICERS			
Name	Position	Location	Term of Office
Dr. Jennifer Young	President	Collingwood	2018-19 – 2019-20
Dr. Elizabeth Muggah	President-Elect	Ottawa	2018-19 – 2019-20
Dr. Nelson Chan	Secretary-Treasurer	London	2019-20

DIRECTORS		
Name	Location	Term of Office
Mr. Terry McCarthy	Hamilton	2 nd Term (2017-20)
Dr. Jane Charters	Oakville	2 nd Term (2017-20)
Dr. Amy Catania	Orangeville	2 nd Term (2017-20)
Dr. Sundeep Banwatt	Mississauga	2 nd Term (2018-21)
Dr. Abhishek Raut	Toronto	2 nd Term (2018-21)
Dr. Jonathan Bertram	Toronto	2 nd Term (2018-21)
Dr. Mekalai Kumanan	Kitchener	2 nd Term (2019-22)
Dr. Lindsey Sutherland	Chatham	1 st Term (2017-20)
Dr. Jayde Duncombe	Oakville	1 st Term (2017-20)
Mr. Bruce Squires	Ottawa	1 st Term (2017-20)
Dr. Jobin Varughese	Brampton	1 st Term (2019-22)

*This is the slate of Officers and Directors for 2019-20 following the membership's approval of the presented motions.