

**THE ONTARIO COLLEGE OF FAMILY PHYSICIANS
2018-19 ANNUAL MEETING OF MEMBERS**

Friday, September 27, 2019
 Double Tree by Hilton, Victoria Ballroom
 108 Chestnut Street, Toronto, ON M5G 1R3

MINUTES

1.0	<p>President’s Welcoming Remarks</p> <p>Dr. Young welcomed everyone to the meeting. She 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>She welcomed Dr. Paul Sawchuck, President of the College of Family Physicians of Canada.</p>
2.0	<p>College of Family Physicians of Canada (CFPC): President of the Board’s Welcoming Remarks</p> <p>Dr. Sawchuk welcomed members to the meeting and thanked Dr. Young for inviting him to connect with members. He noted the valued relationship between the CFPC and the OCFP which is also collaborative, supportive and with a strong focus on members.</p> <p>Dr. Sawchuk shared his recent experience attending a conference for family physicians in the United States and expressed his renewed appreciation for the Canadian healthcare system.</p> <p>He noted that he, Dr. Francine Lemire, Dr. Young and Ms. Clarke recently attended a presentation at Kaiser in Washington, D.C. He shared that the access and quality measures are world class and there is a significant amount of care provided virtually. This system, while more expensive, is a system that could be strived for.</p> <p>Dr. Sawchuk described the initiatives and priorities that the CFPC is engaged in, highlighting that that Patient’s Medical Home underwent a refresh in 2019, and the CFPC continues to review the outcomes of training priorities.</p> <p>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 14, 2018</p> <p>It was Moved by: Dr. Charters Seconded by: Dr. Duncombe That the Minutes of November 14, 2018 be approved. Carried</p>
4.0	<p>Report of the President of the Board and the CEO</p> <p>Dr Young referred to the joint President and CEO report in the agenda package. She recognized that a strong healthcare system is strongest when there are family physician leaders involved at its</p>

core. She noted that the OCFP is working to ensure that family physicians can excel in their practice and thrive in the profession. In the past year, the OCFP took every opportunity to meet with government decision makers and advocate on behalf of members. Partnerships were leveraged and meetings were held together demonstrating a strong unified perspective in family medicine and primary care.

She highlighted ways in which the OCFP is working on the membership's behalf, including:

- The launch of a novel primary care virtual forum co-led with the Association of Family Health Teams of Ontario (AFHTO) and convened by The Change Foundation, which brings together those in primary care who are interested in leading within their communities.
- An offshoot of the primary care virtual forum had the OCFP working closely with Dr. Robert Varnam, a GP and leader within the UK's NHS, to learn from their High Impact Actions that guide transformation for family doctors in the UK and how these can be translated for Ontario.
- Continuing to advocate for our members by amplifying the voice of frontline family doctors and championing their role and the need for a strong primary care foundation based on the vision of the Patient's Medical Home (PMH). The OCFP took advantage of every opportunity to continue to advocate for the PMH as the framework to support primary care planning and delivery by engaging stakeholders, government influencers and decision-makers, and most recently Ontario Health Team candidates.
- Providing family physician leadership at stakeholder tables including numerous government tables and contributing to the discussions shaping the system, including: the Mental Health and Addictions roundtable led by the Deputy Premier and Minister of Health, Christine Elliott; government-led stakeholder discussions on the rollout of Ontario Health Teams; the Structured Psychotherapy Executive Leadership Table; and OCFP submissions to the Ontario legislature and Premier's Council on the conditions that will lead to health reform success.
- Continuing to advance OCFP's [Strategic Plan](#) to ensure members have the practical education, tools and resources to lead and practice high-quality medicine in a healthy profession.

Dr. Young invited Ms. Clarke to provide operational highlights. Ms. Clarke referred to her report and shared the important work done on behalf of the membership by the OCFP. She described:

- The ongoing advocacy efforts, informed by member perspectives, and shaping policy, an example of that being the CPSO's Continuity of Care Policies.
- The ongoing work with the Section for General and Family Practice (SGFP), the Ontario Medical Association (OMA), Association of Family Health Teams Ontario (AFHTO) and others to continue to advance the membership's voice and needs.
- The ongoing work of the OCFP's Collaborative Mentoring Networks, including the enhancements and continued growth associated with each of the Networks.
- The expanded number of learning sessions and the ways they were offered, including outside of Ontario with other Chapters thanks to funding from CFPC. Both online webinar and "By Request" options made it easier for members to access learning.
- An operational committee, Clinical Tools and Resources Advisory Committee, was formed to assess and curate tools and resources for the members. Through our collaboration with the Centre for Effective Practice, we offered more than 20 tools and resources for family physicians and other primary care clinicians on various clinical areas.
- A member research survey was launched; the results will reveal whether the most challenging clinical issues – chronic pain, mental health and addictions, frail elderly care – are changing, and how we can best meet member needs through our education and practice supports. It will also reveal advocacy priorities and where you want the OCP to focus to alleviate the pain points in day-to-day practice.

	<p>Ms. Clarke closed by thanking the Board of Directors, staff, and the members for their ongoing support of the OCFP.</p> <p>Dr. Young thanked Ms. Clarke for her report and expressed her appreciation for the ongoing commitment of the Board, Ms. Clarke, staff, and the membership.</p> <p>It was Moved by: Dr. Catania Seconded by: Dr. Banwatt That the Report of the President of the Board and CEO 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 2018-19. He referred to the following:</p> <ul style="list-style-type: none"> • Assets, Liabilities and Fund Balances with comparisons between 2017-18 and 2018-19. • 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, because of the continued hard work and commitment of the OCFP’s Board of Directors, committee members, volunteers, faculty, and staff, is well positioned to deliver on its plans in 2019-20.</p> <p>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; none were asked.</p> <p>It was Moved by: Dr. Chan Seconded by: Dr. Hutten-Czapski That the 2018-19 Audited Finance Statements be accepted, and That Deloitte LLP be appointed as the OCFP’s Auditor for 2019-20, 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. Bertram 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. Committee continued to strengthen the Board’s own accountability and provided Directors with governance and financial 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>Dr. Bertram shared that the Board spent a considerable amount of time reviewing and updating its By-laws and policies over the course of the year. The By-laws were updated to address the timing of the Annual Meeting of Members, the issue of Quorum, and to reflect the language associated with the Senior membership category that is in the CFPC By-laws.</p> <p>It was Moved by: Dr. Hutten-Czapski Seconded by: Dr. Chan That the By-laws be approved as amended. Carried</p> <p>Committee also focused on its recruitment responsibilities for Officers and Directors. The Board is</p>

responsible for electing its own leadership and all Directors were invited to identify interest in the Secretary-Treasurer role. The Committee considered the expressions of interest received and is presenting to the membership its recommendation. As well, Committee also confirmed interest from Directors whose first term was expiring to remain on the Board for a second three-year term.

It was **Moved by:** Dr. Muggah

Seconded by: Dr. Brown

That Dr. Nelson Chan be confirmed as Secretary-Treasurer for 2019-20.

Carried

It was **Moved by:** Dr. Duncombe

Seconded by: Dr. Catania

That Dr. Mekalai Kumanan be re-elected to a second term concluding in 2022.

Carried

With two Directors, Drs. Brown and Hutten-Czapski, retiring, a call for nominations was distributed to the membership and the recruitment process was undertaken over Summer 2019.

It was **Moved by:** Dr. Banwatt

Seconded by: Dr. Catania

That Dr. Jobin Varughese be elected to the Board of Directors for a term of three years, which concludes at the Annual Meeting of Members in 2022.

Carried

Dr. Bertram presented the 2019-20 Board of Directors to the members.

Questions were invited; none were posed.

It was **Moved by:** Dr. Raut

Seconded by: Dr. Charters

That the Governance Report be received.

Carried

Closing Remarks and Adjournment

The business component of the meeting concluded, and the Annual Meeting of Members was adjourned at 4:05 p.m. Dr. Young thanked members, Directors, and staff for their attendance.