



**THE ONTARIO COLLEGE OF FAMILY PHYSICIANS
ANNUAL MEETING OF MEMBERS
Thursday, November 24, 2016**

Ballroom – Royal York Hotel
100 Front Street West, Toronto

MINUTES

Attendance and Proxies List: Available on Request

1.0	<p>President’s Welcoming Remarks Dr. Newbery called the meeting to order and welcomed the members in attendance. She introduced the officers of the Board and provided an update on the activities of the OCFP.</p>
2.0	<p>CFPC Chief Executive Officer’s Welcoming Remarks Dr. Francine Lemire welcomed members to the OCFP’s Annual Scientific Assembly and thanked them for inviting her to speak at the Annual Meeting of Members. She shared highlights from the work of the CFPC Board of Directors, including highlighting some current and planned initiatives by the CFPC. She congratulated the OCFP Board and staff for their work on behalf of the membership.</p>
3.0	<p>Minutes of the Previous Meeting Dr. Newbery noted that minutes of the Annual General Meeting held on November 12, 2015, were pre-circulated. On a MOTION DULY MADE by Dr. Jane Charters and SECONDED by Mr. Terry McCarthy, it was RESOLVED that the Minutes of the Annual General Meeting held November 12, 2015, be approved as circulated. Carried</p>
4.0	<p>Report of the President and Chair of the Board Dr. Newbery referred to the report included in the agenda package. She acknowledged the many opportunities she had in communicating with members during her term. She highlighted the work of the Board over the year sharing that the Directors, on behalf of the members, participated in many initiatives and/or meetings to ensure the voice of family medicine was present. She noted that the OCFP’s primary role to provide high-quality continuing professional development (CPD) for family physicians, and that the Board and staff worked hard to understand Ontario’s evolving landscape of CPD and to ensure its programs support the members’ needs. She recognized the work of the faculty involved in program development and delivery and the work of the steering committee responsible for the OCFP’s Collaborative Mentoring Networks. She thanked the mentors and mentees of the Networks acknowledging the great example they provide in new innovative ways to work together in support of members. In closing, Dr. Newbery thanked the Board members for their focus and dedication, and the staff for their support of the Board and members of the OCFP. On behalf of the membership, she recognized Drs. Brewer, Faulds and Kushner’s retirement and thanked them for their leadership and many years on the Board.</p>

	<p>On a MOTION DULY MADE by Dr. Richard Seely and SECONDED by Dr. Sundeep Banwatt, it was RESOLVED that the report of the Chair of the Board be received for information. Carried</p>
5.0	<p>Report of the Secretary-Treasurer and Chair of the Finance Committee Mr. Terry McCarthy, Secretary-Treasurer and Chair of the Finance Committee, reviewed the highlights of the audited financial statements, summarizing them for the members present. Mr. McCarthy informed the members that the OCFP remains in a positive financial position. The full report and audited statements are available on the OCFP website: http://ocfp.on.ca.</p> <p>On a MOTION DULY MADE by Dr. Jennifer Young and SECONDED by Dr. Amy Catania, it was RESOLVED that the financial statements and Auditor’s Report of the year ending March 31, 2015, be adopted, and</p> <p>That Deloitte be re-appointed as auditors for the Ontario College of Family Physicians for the fiscal year 2016/2017, and</p> <p>That the report of the Secretary-Treasurer and Chair of the Finance Committee be received. Carried</p>
6.0	<p>Report of the Governance Committee Dr. Brown referred to the information included in the Governance Committee Report and shared highlights from the work of the committee over the past year. He noted that the committee continued building on the governance work that was initiated in 2014–15 and focused on developing new governance policies that supported the Board’s commitment to strong and engaged governance.</p> <p>Further, Dr. Brown informed members that the Governance Committee also oversaw the nomination process for new members and officers of the Board; this culminated in recommendations to the Board for approval to present to the membership. He reminded that as per the OCFP’s bylaws and policies, the officer positions are chosen from within the current membership of the Board. The Governance Committee is presenting the Board’s recommendation of Dr. Jennifer Young for the position of President-Elect and Mr. Terry McCarthy for the position of Secretary-Treasurer.</p> <p>On a MOTION DULY MADE by Dr. Nelson Chan AND SECONDED by Dr. Peter Hutten-Czapski, it was RESOLVED that Dr. Jennifer Young be elected for a two-year term to serve as President-Elect for 2016-17 and 2017-2018, and That Mr. Terry McCarthy be elected for a one-year term as Secretary-Treasurer for 2016-2017.</p> <p>Dr. Peter Hutten-Czapski has been a member of the Board of Directors since November 2013. His first term of office is concluding and the Board is recommending he be nominated to a second term.</p> <p>On a MOTION DULY MADE by Dr. Abhishek Raut AND SECONDED by Dr. John Brewer, it was resolved that Dr. Peter Hutten-Czapski be re-elected to the Board of Directors for a second three-year term of office concluding at the Annual Meeting of Members in 2019.</p> <p>Finally, Dr. Brown shared the process for recruiting three new directors to the Board. He noted that the Board considered its needs given the existing vacancies created by Dr. Faulds’, Brewer’s, and Kushners’ term of office concluding. The Board implemented its approved Board Composition Matrix and developed and launched a recruitment plan. The OCFP received 24 applications, of which 15 were complete. The Governance Committee reviewed each of the 15 applications and conducted interviews with individuals who best met the needs of the Board. The Governance Committee recommended the following individuals to the Board for approval to present to the membership. Their collective skills, competencies, regional and diverse perspectives will enhance the current Board composition.</p>

On a **MOTION DULY MADE** by Dr. Amy Catania AND **SECONDED** by Dr. Frank Martino, it was **RESOLVED** that the following new Members be elected to the Board of Directors for a term of 3 years:

Name	Length of appointment	Term of Office
Dr. Elizabeth Muggah	3 Years (2016-17 to 2018-19)	1 st
Dr. Mekalai Kumanan	3 Years (2016-17 to 2018-19)	1 st
Dr. Ahmed Jakda	3 Years (2016-17 to 2018-19)	1 st

Carried

Dr. Brown expressed his appreciation for the work of the Governance Committee over the past year.

ON A **MOTION DULY MADE** by Dr. Amy Catania AND **SECONDED** by Mr. Terry McCarthy, it was resolved **That** the report of the Chair of the Governance Committee be received. **Carried**

7.0

Report of the CEO

Ms. Hill referred to the report included in the agenda package, highlighting the ongoing challenges for family physicians working in a system where there is no negotiated agreement and where their voice is most needed to build a strong primary and secondary care system. She shared key activities which the OCFP is participating in and promoting, including advancing the Patient’s Medical Home, advocating for a clear vision for primary care which involves physician leadership. Examples were shared where OCFP focused on collaborating and partnering with other organizations that influence the health system to ensure that the family medicine perspective was represented. Finally, Ms. Hill reported that the new Mainpro+ certification impacted the OCFP’s roster of education programs. Staff have begun working with faculty to assess each of the programs to determine what is required to meet the new standards; the new Practising Wisely program and Treating Poverty programs have been certified under this new standard.

In closing, Ms. Hill expressed her ongoing commitment to support the OCFP’s membership. She thanked the Board for their work on behalf of the College and acknowledged the work of retiring members Drs. Brewer, Faulds and Kushner.

On a **MOTION DULY MADE** by Dr. Jonathan Bertram and **SECONDED** by Dr. Richard Seeley, it was **RESOLVED** that the report of the CEO be received. **Carried**

8.0

Closing Remarks and Adjournment

The business component of the meeting was concluded and the Annual Meeting of Members was adjourned at 1:00 PM. Dr. Newbery thanked members, Directors and staff for their attendance.