



**THE ONTARIO COLLEGE OF FAMILY PHYSICIANS
2017-18 ANNUAL MEETING OF MEMBERS MINUTES
Thursday, November 23, 2017**

Ballroom – Royal York Hotel
100 Front Street West, Toronto

MINUTES

Attendance and Proxies List: Available on Request

1.0	<p>President’s Welcoming Remarks</p> <p>Dr. Brown called the meeting to order and welcomed the members in attendance. He introduced the officers of the Board, Directors of the Board, and thanked Drs. Lemire and Charbonneau, CFPC’s CEO and President for their ongoing support.</p>
2.0	<p>College of Family Physicians of Canada</p> <p>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.</p> <p>She congratulated the OCFP Board and staff for their work on behalf of the membership.</p>
3.0	<p>Minutes of the Previous Meeting</p> <p>Dr. Brown noted that minutes of the Annual General Meeting held on November 24, 2016, were pre-circulated.</p> <p>On a MOTION DULY MADE by Dr. Jane Charters and SECONDED by Dr. Lindsey Sutherland, it was RESOLVED that the Minutes of the Annual General Meeting held November 24, 2016, be approved as circulated. Carried</p>
4.0	<p>Report of the President</p> <p>Dr. Brown referenced the report included in the agenda package noting that he had just completed his first year of a two-year term as President. He acknowledged the many opportunities he had in communicating with members across the province and his first-hand experience in witnessing the ways in which family physicians are working to ensure the health and well-being of Ontarians. He shared that the Board and staff continue to work hard to ensure the voice of family medicine is heard and one accomplishment arising from that work was the three-year commitment from the Ministry of Health and Long-Term Care (MOHLTC), to expand the OCFP’s mentoring networks in primary care, including growth of the Mental Health as well as Addictions and Pain networks, and establishing new networks for Palliative and End-of-Life Care/ Medical Assistance in Dying, Early Years in Practice, Leadership and Rural Medicine. On behalf of the Board of Directors and the membership, he thanked the mentors, mentees,</p>

	<p>steering committee and partners, and for the new funding to grow this unique and important program in primary care. He further acknowledged OCFP’s primary role in providing high-quality continuing professional development (CPD) for family physicians and thanked the OCFP faculty and committee members who develop and lead the OCFP’s education programs.</p> <p>He shared the OCFP’s work on advancing the Patient’s Medical Home and its vision, noting that we have advocated consistently that the Patient’s Medical Home be the vision for primary care transformation in Ontario.</p> <p>He noted that the Board is currently involved in developing a new strategic plan which will be launched in April 2018.</p> <p>Dr. Brown acknowledged the contributions of the OCFP’s former CEO, Ms. Jessica Hill and noted that the Board spent considerable time in 2018 in recruiting Ms. Leanne Clarke. The Board is confident in Ms. Clarke’s experience in leading the OCFP staff team as they work to serve and deliver value to the membership.</p> <p>In closing, Dr. Brown 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, he recognized Dr. Newbery’s retirement and thanked her for her leadership and many years on the Board.</p> <p>On a MOTION DULY MADE by Dr. Amy Catania 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</p> <p>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. Peter Hutten-Czapski, it was RESOLVED that the Financial Statements and auditor’s report of the year ending March 31, 2017 be adopted, and that Deloitte be re-appointed as Auditors for the Ontario College of Family Physicians for the fiscal year 2017-18, and that the report of the Secretary- Treasurer and Chair of the Finance Committee be received. Carried</p>
6.0	<p>Report of the Chair of the Governance Committee</p> <p>Dr. Newbery referred to the information included in the Governance Committee Report and shared highlights from the work of the committee over the past year. She 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. Newbery 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. She reminded the Members that Directors are elected to serve a three-year term and can be re-elected for a second term of three years.</p>

ON a **MOTION DULY MADE** by Dr. Abhishek Raut and **SECONDED** by Dr. Liz Muggah, it was **RESOLVED that the following Directors be re-elected for the following terms which conclude at the Annual Meeting of Members in the named year:**

Mr. Terry McCarthy	3-year term concluding 2020
Dr. Amy Catania	3-year term concluding 2020
Dr. Jane Charters	3-year term concluding 2020

Carried

With respect to the Officer roles on the Board, last year, the Membership approved Dr. Jennifer Young for a two-year term as the President-Elect. She is entering her second year as President-Elect. The Secretary-Treasurer role is a one-year nomination and is not a transitioning role to the President-Elect. There is an option for reappointment on an annual basis. The Board considered from within current Board Directors those who had expressed interest in the Officer position of Secretary-Treasurer; a process for election had been undertaken and the Board had confirmed their support for the Director being presented for the position Secretary-Treasurer.

ON a **MOTION DULY MADE** by Dr. Nelson Chan and **SECONDED** by Dr. Jonathan Bertram, it was **RESOLVED that** Mr. Terry McCarthy be elected for a one-year term as Secretary-Treasurer for 2017-2018.

Carried

Dr. Newbery introduced the profiles of the Directors being recommended for appointment to the Board.

ON a **MOTION DULY MADE** by Dr. Mekalai Kumanan and **SECONDED** by Dr. Jonathan Bertram, 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. Jayde Duncombe	3 Years (2017-18 to 2019-20)	1 st
Dr. Lindsey Sutherland	3 Years (2017-18 to 2019-20)	1 st
Mr. Bruce Squires	3 Years (2017-18 to 2019-20)	1 st

Carried

ON a **MOTION DULY MADE** BY Dr. Abhishek Raut and **SECONDED** BY: Dr. Frank Martino, it was **RESOLVED that** the report of the Governance Committee be received.

Carried

7.0

Report of the CEO

Ms. Clarke shared her appreciation in working with the Board and staff to serve the OCFP membership, noting that although new to the role of CEO, she has been working with the OCFP for the past four years serving and championing the membership.

She provided highlights of developing work priorities that were launched and evolving. She recognized the many partnerships that enhanced practice and opportunities for ongoing collaboration. She referred to a number of key initiatives that were undertaken throughout the year, including:

- the Collaborative Mentoring Networks expanded funding,
- the member research that was conducted to inform the OCFP about priority issues for our

	<p>membership and the next strategic plan,</p> <ul style="list-style-type: none"> • the popular made-in-Ontario <i>Practising Wisely</i> program, closely aligned with the <i>Choosing Wisely Canada</i> campaign, was recognized by the College of Family Physicians of Canada with national funding and is now being offered by Chapters in six provinces, • engaging primary care partners through a variety of provincial policy tables, committees, working groups and other collaboration, with a focus on addressing areas of emerging and pressing need. • engaging with provincial partners to inform system deliverables, as well as advocating and promoting the need for leadership from family physicians in the health system and for the inclusion of the Patient’s Medical Home. <p>In closing, Ms. Clarke thanked the Board of Directors for their support and their ongoing work in support of the membership</p> <p>ON a MOTION DULY MADE by Dr. Lindsey Sutherland and SECONDED by Dr. Jayde Duncombe, it was RESOLVED that the report of the Chief Executive Officer be accepted. 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 1:00 PM. Dr. Brown thanked members, Directors and staff for their attendance.</p>