

MINUTES (Draft)
CFPC ANNUAL MEETING OF MEMBERS (AMM)

October 31, 2019

Vancouver Convention Centre, Vancouver, British Columbia

Dr. Paul Sawchuk, President, presiding

1. Call to Order

Dr. Paul Sawchuk, President, called the Annual Meeting to order and welcomed College members. He highlighted the agenda for the meeting and asked if there were any additions or edits. One (1) member identified the President as her proxy for this meeting and was added to the attendance list.

2. Recognition of Past-Presidents

Dr. Sawchuk asked all of CFPC's Past-Presidents attending the meeting to rise and be recognized.

3. 2018-19 Memorial Roll of CFPC Members

Dr. Sawchuk acknowledged the passing of Drs. Tom Bailey - Past President, Bette Stephenson – founding member of the CFPC, Don Watts – Past President and members in attendance remembered all our colleagues who died between October 11, 2018 and September 30, 2019. Their names were included in the meeting materials.

4. Minutes of the last Annual Meeting

Moved and seconded by Drs. Jean-Pierre Arseneau and Yan Yu:

MINUTES

THAT the Minutes of the CFPC Annual Meeting of Members held in Toronto, Ontario on November 15th, 2018 be approved.

PROCÈS-VERBAL

QUE le procès-verbal de l'Assemblée annuelle des membres du CMFC, qui a eu lieu à Toronto (Ontario) le 15 novembre 2018, soit approuvé.

Context: Updates on the three action items from the 2018 meeting were provided:

- Electronic voting during the AMM will be introduced in 2020.
- Confirmation of the bylaw amendments proposed on this agenda will align the bylaws with the approach of forwarding one or more nominee per Board Director vacancy.
- A report of our relationship with healthcare and pharmaceutical industry (HPI) was circulated in [January 2019](#). We sought member feedback in September and circulated the [results](#) to members. This topic was further discussed (see section 6).

CARRIED.

5. Bylaw amendments

Moved and seconded by Drs. Jordyn Lerner and Jennifer Hall:

BYLAW AMENDMENTS



THAT the amendments to the CFPC Bylaws approved by the Board effective December 18, 2018, be confirmed, including clarity to the term of a Board-appointed Director, and the opportunity to forward one or more nominee per Board vacancy, for election.

MODIFICATIONS AU RÈGLEMENT ADMINISTRATIF

QUE les modifications au Règlement administratif du CMFC approuvées par le Conseil d'administration et entrées en vigueur le 18 décembre 2018 soient confirmées, y compris la précision apportée au mandat d'un administrateur nommé par le Conseil et la possibilité de recommander une ou plusieurs personnes par poste vacant en vue de l'élection.

Context:

- The amendment to Section 4.5, Vacation of Board of Directors Office, adds wording from the *Canada Not-for-Profit Corporations Act* to clarify that if the Board appoints an individual to fill a vacancy, it is for the unexpired term of their predecessor.
- The amendments to Section 5, Election of Directors, confirm that rather than just one nominee, one or more nominee per Board Director vacancy can be forwarded for Members to vote on. This is in response to member requests for more choice in electing who leads the organization.
- Both of these amendments were approved by the Board, effective December 18th, 2018 and require member confirmation.

Discussion:

- Dr. Stephen Hawrylyshyn asked for confirmation that the amendment to section 4.5 would require that a Board appointee would serve the unexpired term of their predecessor and would require member approval to serve the Board for any further term. Confirmed - under such circumstance, members approve a previously appointed Board member to serve a second term.

CARRIED.

6. Discussion about CFPC's relationship with Health care / Pharmaceutical Industry (HPI)

Dr. Sawchuk provided a brief overview of what has been done related to HPI:

- Since the 2013 Task Force on the CFPC's Relationship with HPI, we have addressed conflict of interest policies and closely monitored and reported on our financial relationship with HPI, to members.
- The January 2019 report highlighted that:
 - Effective January 1, 2018 the CPD Department no longer receives revenues from HPI because of stronger policies and standards.
 - Pharmaceutical advertising in *Canadian Family Physician* is declining yearly, making up 28% of revenues in 2018, down from 47% the year before.
 - At FMF in 2018, about 11% of revenues were from HPI exhibitors. There is careful vetting and monitoring of all exhibitors, the Exhibit Hall is separate from educational areas, and there is a pharma-free route to food and drink.
- Since the report's publication, the Board has been particularly focused on the issue of HPI exhibitors at Family Medicine Forum (FMF). In June 2019, the Board re-reviewed feedback from a variety of surveys of members and FMF attendees done between 2013



and 2019. A slight majority of FMF attendee respondents between 2013 and 2018 have supported careful management of the relationship with pharma at FMF.

- The Board is interested in decreasing reliance on HPI sponsorship of FMF and it continues to consult with members as these are their programs and services.
- In September 2019, the Board sent a survey to CFPC members and sought feedback on two questions. Over 2,700 members responded, for a 7.3% response rate from a fairly representative sample of College members.
- When asked about level of support for discontinuing HPI exhibitors from FMF over the next three to five years:
 - 47% are opposed to discontinuation;
 - 12% were unsure or not concerned
 - 41% support discontinuing HPI exhibitors
- When asked about level of support for a potential future increase in annual CFPC membership fees (approximately \$50 annually for an Active member) to offset the loss of HPI revenues at FMF, if cost-saving measures are not enough:
 - 56% oppose a fee increase
 - 10% are unsure or unconcerned
 - 35% support a fee increase
- Over half of respondents (>1,400) provided comments. Some of the comments were shared. Of note, respondents with differing views on HPI involvement articulated similar thoughts on the importance of accessible, evidence-based information about new medications, critical thinking by physicians, and safety for patients.
- A theme that emerged in the comments related to differences that members were making within the category of HPI. In considering the Board's next steps, it sought input from AMM attendees on whether they thought we should recognize differences within HPI and continue to allow certain kinds of HPI products in the FMF exhibit hall, or whether all HPI products and companies should be considered as one. Through an informal show of hands, AMM attendees indicated the following with respect to inclusion in future FMF Exhibit halls:
 - Cannabis – about half of the attendees indicated this should no longer be allowed
 - Homeopathic products – of the six categories, this received the most attendees indicating this should no longer be allowed
 - Prescription pharmaceuticals – some attendees (the minority) indicated this should no longer be allowed (similar to over the counter products)
 - Office equipment and technologies - nobody indicated this should no longer be allowed
 - Over the counter products - some attendees (the minority) indicated this should no longer be allowed (similar to prescription pharmaceuticals)
 - Patient self-management devices – very few attendees indicated this should no longer be allowed

Discussion:



- Comment from Dr. James Goertzen that artificial intelligence (AI) private companies, big data, and data management vendors influence physician decision-making and are likely to be more influential than HPI. Need to be planning for this now.
- Comment from Dr. Joel Kettner about previously believing there should be no industry support, but now being more concerned that learners have the ability to be critical thinkers because we can't shield ourselves from advertisers.
- Comment from Dr. Suzanne Levitz about needing balance and fairness – if we allow one company we should allow others.
- Comment from Dr. Claudette Chase – surprised at how slowly CFPC is moving on this discussion given the evidence indicates physicians are influenced by pharma. She feels we need to be pure and looks to the College for direction.
- There was a request for patient tools to help them become critical thinkers as well.
- Dr. Sawchuk thanked everyone for participating in the show of hands and providing additional comments. The FMF attendee survey will ask the same questions, permitting anonymous responses from a larger group of members. The Board will consider all of this as it makes its decisions over the coming months.

7. Report of the President

The Annual Report was shared through the agenda and Dr. Sawchuk will provide the State of the College address Friday morning.

8. Report of the Executive Director and Chief Executive Officer (ED/CEO)

Dr. Francine Lemire shared highlights of the past year.

- Special anniversaries: 50th – Certification Examination of Family Medicine and the CCFP Special Designation; 30th – Section of Residents; 40th – Section of Teachers.
- Advocacy initiatives: Federal election; protecting the use of the term family medicine; creation of an institute of integrated primary, home and community health care research as part of the Canadian Institutes of Health Research; concussion diagnosis and management; limited detention of immigrants.
- Academic Family Medicine highlights: Outcomes of Training Project; Priority Topics for the Assessment of Competence in Rural and Remote Family Medicine; Canadian Residency Accreditation Consortium (CanRAC).
- Indigenous health: Indigenous Health Education Summit; updating residency training programs; developing a CanMEDS-FM Indigenous Health Supplement.
- Mainpro+: 2019 was the largest cohort of participants completing their cycle; system enhancements; increased member service.
- Transition from the Section of Communities of Practice in Family Medicine (CPFM) to the Member Interest Groups Section (MIGS): continues to support family physicians with special interests or focused practice through a comprehensive care lens; offers enhanced member engagement through online portal and opportunities for projects.
- Introduced clinical live-stream webinars: CPD led by family physicians.

- *Canadian Family Physician*: monthly publications; Special Issue on Intellectual and Developmental Disabilities; Opioid Use Disorder Clinical Practice Guideline; monthly *CFP* Podcast hosted by Dr. Nick Pimlott; three nominations for National Magazine Awards.
- CFPC Member Engagement Management System: to be launched by end of the year offering a new member portal with self-serve options; easier online renewal payments and receipt generation; ability to update your profile and areas of professional interest at any time; seamless access to Mainpro+, CERT+, Self Learning.
- New partnership agreement: with Scotiabank, MD Financial and in collaboration with the Canadian Medical Association; provides \$3.58 million over 5 years.
- Introduction of new senior staff: Claudia Zuccato Ria, Executive Director, Foundation for Advancing Family Medicine; Dr. David Ponka, Director, Besroux Centre.

Dr. Lemire reflected on the content of the 2018-19 annual report as a great recap of the progress being made. She thanked the dedicated committee and section members, staff and elected leaders in the Chapters, 2018-2019 Board Directors, staff and members.

7. Report of the Honorary Treasurer

The meeting package circulated to members outlined revenues and expenses and current priority initiatives in covering the 2018-19 audited financial statements, the 2019-20 budget and the 2020-21 macro budget.

Dr. Catherine Cervin, Honorary Treasurer, presented the Treasurer's report and welcomed feedback on how we are doing in terms of sharing information about the financial health of the organization. The aim of the presentation was clarity and understanding for members.

a) 2018/19 Financial Statements:

- For the year ended May 31, 2019, CFPC received a clean audit from Deloitte LLP.
- The statement of revenues and expense shows the CFPC experienced a net surplus for the year ended May 31, 2019 of \$1,682,759 (3.7% of the operating budget). This surplus includes a surplus in member programs of \$4,411,245. Member programs include revenues from member fees, investments, *Canadian Family Physician*, Foundation for Advancing Family Medicine funding and other revenues. This surplus is used to support deficits in two other program areas: i) \$1,783,397 deficit in certification and assessment (including the Family Medicine exam, the Emergency Medicine exam, Certificates of Added Competence, alternative pathways, Pearls CE, and design and development); ii) \$945,089 deficit in programs not supported by member fees, partially through their own direct fees and the remainder through revenues other than member fees (Self Learning, Family Medicine Forum, Mainpro+ for non-members).
- Savings relative to budget in 2018/19 related to such things as holding more virtual committee meetings thus saving travel expenses; staggering staff hiring; FMF surplus.
- Return on investments: Long term investments earned a return of 5.51%, short term investments earned a return of 2.74% - both improved over the previous fiscal year.



- Information was shared about the Certification Examination in Family Medicine: for the 2018-19 year, the average cost per candidate was \$3,700 while the average fee per candidate was \$2,923. The \$777 difference per candidate is subsidized by member fees, mostly for centralized services/resources e.g. finance, IT, HR, member service and communication services.

b) 2019/20 Budget:

- Current fiscal year runs June 1, 2019 to May 31, 2020.
- Total revenues budgeted: \$47,186,181. (53% from membership fees)
- Total expenses budgeted: \$47,269,324. (49% operating expenses, 47% salaries and benefits, 4% committee expenses although this is only the direct costs of travel, accommodations and meals related to holding meetings and not the staff time or a valuation of the many hours of volunteer member time). The small deficit will be funded out of prior years' surpluses.
- In addition to relying on revenues we will also use reserve funds to support programs. Nearly \$2.9 million has been identified for one-time projects in 2019/20, e.g. practice support, monthly webinars by family physicians, enhanced marketing of Family Medicine as a discipline, CCFP designation 50th anniversary celebrations, on-line CPD. Reserves are prudent and we have a detailed policy. We remain in a strong financial position with total uncommitted reserves at nearly \$23 million (approximately 48% of our total annual operating budget). Approximately 45% of the uncommitted reserves are set aside to act as a cushion for unforeseen expenses or drop in revenues; 55% is available for future programs/initiatives that can be implemented without an impact on member fees.

c) 2020-21 Macro (overview) budget:

- For the fiscal year that runs June 1, 2020 to May 31, 2021.
- This budget is developed well before June 1, 2020 in order to recommend member fees for consideration by the members at the AMM. No change in member fees for 2020-21 will be proposed.
- Changes to this budget from the previous year relate to: reduction in committee costs due to virtual meeting and communications; projected increase in membership; introduction of maintenance fees for Certificates of Added Competence; an increased Family Medicine exam fee of 2.5% (this will cover a greater percentage of the indirect costs that the CFPC has been covering). Additionally, there is an increased cost to support current financial obligations (e.g. IT maintenance, inflation); an increased investment in technology to enhance service and communication with members; and an increase in staff to support social media efforts, smaller Chapters, and improve member service.
- The result is a predicted deficit of \$111,787, to be covered by previous years' surpluses; \$590,000 worth of project expenditures are projected to be funded from reserves.



d) 2020-21 Member fees:

Moved and seconded by Drs. Jean-Pierre Arseneau and Christie Newton:

2020-2021 Member Fees

THAT the 2020-21 fees remain at 2017-2018 levels.

Droits d'adhésion de 2020-2021

QUE les droits d'adhésion pour 2020-21 demeurent les mêmes qu'en 2017-2018.

Discussion:

- Concerns voiced (Drs. Stephen Hawrylyshyn, Mark Woo, Stephen Cashman) about the exam fee rising, particularly while the member fee remains unchanged. Concerned that the lack of appetite among general membership for a fee increase has resulted in a fee increase for the exam. Is this disproportionately impacting residents/exam candidates? Responses by Drs. Cervin and Brady Bouchard, Director-at-Large: The CFPC has subsidized the exam fee for many years. The increase represents a Board decision from 2016 to begin to slowly reduce (but not necessarily discontinue) the subsidized amount. There was some confusion in trying to share that the exam fee and the membership fee relate to different 'buckets' of the budget.
- A couple of comments about budgeting with a projected deficit. Although the deficits are small, it's not good practice. Given past years unexpected surpluses these deficits can easily be covered through those.

Question from Dr. Ruth Wilson about our policy on ethical investing and wanting to understand what we invest our money in. Dr. Cervin shared that the Statement on Investment Objectives and Guidelines for Socially Responsible Investing is reviewed each year; it does not permit investments related to tobacco and it uses The Jantzi Social Index and the Dow Jones Sustainability Index. **CARRIED.**

ACTION:

- Board requested to reflect on the recommendation to increase the Family Medicine exam fee while holding the member fee unchanged, and to report back the historical change of both to members at the 2020 AMM.**
- Board to share the Statement on Investment Objectives and Guidelines for Socially Responsible Investing with members through adding it to the website.**

e) Auditors

Dr. Cervin confirmed that in 2017 members re-appointed Deloitte LLP as the external auditors for the CFPC and the CFPC Employees' Pension Plan for three fiscal years (2017-18, 2018-19, 2019-20).

10. Nominating Committee Report

Dr. Guillaume Charbonneau is completing his service on the Board of Directors and was recognized.

Dr. Rob Boulay, Chair of the Nominating Committee announced the results of the election.

- There were 22 applicants for one Director-at-Large vacancy.



- The Nominating Committee focused on identifying individuals who would make a positive contribution to the governance of the CFPC at this time, considering the diversity of our membership, and complementing the mix of current Directors.
- Four candidates were forwarded for the new Director-at-Large position. The election also requested confirmation of the new President-Elect, Secretary-Treasurer and an additional term for two current Board Directors.
- A total of 2,119 or 5.8% of members voted electronically (up from 4.8% last year).

Results: 2019-20 Board of Directors

- Dr Jean-Pierre Arseneau, Director-at-Large (continuing his term)
- Dr Carrie Bernard, Director-at-Large (continuing her term)
- Dr Brady Bouchard, Director holding the office of Honorary Secretary-Treasurer (newly elected, in his first five years of practice)
- Dr Catherine Cervin, Director holding the office of President-Elect (newly elected)
- Dr Marie Giroux, Director-at-Large (newly elected for an additional 3-year term)
- Dr Alan Katz, Director-at-Large (continuing his term)
- Dr John Maxted, Director-at-Large (continuing his term)
- Dr Christie Newton, Director-at-Large (newly elected for an additional 3-year term)
- Dr Paul Sawchuk, Director holding the office of Past President (acclaimed)
- Dr Shirley Schipper, Director holding the office of President (acclaimed)
- Dr. Yan Yu, Director-at-Large (newly elected, in his first five years of practice)

11. Recognition of Outgoing Committee Chairs

Dr. Guillaume Charbonneau, Past President, recognized the outgoing Committee/Section Chairs. Each received a gift and reflections from peer committee members, in recognition of their commitment to the CFPC.

- Ms. Sarah Cino, co-Chair, Section of Medical Students
- Dr. Sharon Cirone, Addiction Medicine
- Dr. Sabrina Dzafovic, Section of Residents
- Dr. Clayton Dyck, Global Health
- Dr. Martin Fortin, Section of Researchers
- Dr. David Gass, Advisory Committee on Family Practice
- Dr. Stephen Hawrylyshyn, First Five Years in Family Practice
- Dr. Ed Kucharski, Cancer Care
- Dr. Suzanne Levitz, Respiratory Medicine
- Dr. Roxanne MacKnight, Child and Adolescent Health
- Dr. David Ponka, Besrour Centre
- Dr. Anthony Wiens, Family Practice Anesthesia

12. Members' Forum

- There were several comments related to the Treasurer's report and these were shared at the time of that report.



ADJOURNED.

NEXT MEETING - will take place during FMF 2020 – November 4-7, 2020 in Winnipeg, MB.