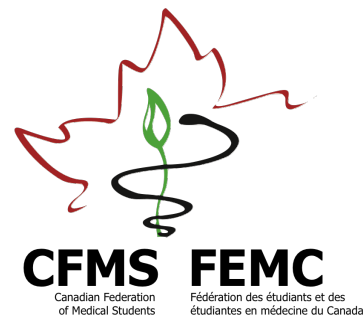


EXECUTIVE REPORT

*Henry Annan, Past-President & Board Chair
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I. ACTIVITIES OF THE PAST-PRESIDENT

The CFMS Past-President holds the office of Chair of the Board of Directors, advises the President and Directors and acts as Parliamentarian. The CFMS Past-President also serves as the Chief Returning Officer for all CFMS elections as well as the Chair of the CFMS Governance Committee. Finally, the past-president is the CFMS nominee to the CMA Board of Directors.

II. PRIORITIES & PROJECT AREAS

1. **Board Chair:** My work as Board Chair focused primarily on facilitating Board meetings and fostering cohesiveness amongst Board members. From the results of Board skills matrices, it is clear that the CFMS boasted Directors with numerous skills and aptitudes this past year. I also prioritized Board training and professional development. At our Fall Board Meeting, Board Members participated in workshops on Governance and Media Relations, facilitated by representatives from the Canadian Medical Association. We had the pleasure of having Dr. Danielle Martin join us at our Winter Board Meeting to provide training in government relations and advocacy. Dr. Franco Rizzuti led us through an exercise in zero-based budgeting at our Summer Board Meeting, where we also had previous CFMS alumni provide mentorship at an alumni dinner. Finally, it was a real pleasure working closely with Odell Tan in his capacity as the first CFMS Board Vice-Chair.
2. **Parliamentarian:** I enjoyed serving as parliamentarian at SGM 2019 and look forward to working with the AGM Chair, Dr. Franco Rizzuti, at AGM 2019 to ensure that the AGM agenda, including the resolutions process, runs smoothly.
3. **Governance Committee:** I could not be prouder of the work that the Governance Committee has done this past year. The Committee has created or helped create Terms of Reference for all CFMS Board positions, CFMS National Officers, CFMS committees and CFMS roundtables. In addition, it has approved a slew of organization policies including an elections policy and a financial policy. The diversity of skill-sets, backgrounds and perspectives has been immensely valuable to the committee's work. I would like to take this opportunity to thank the Governance Committee for their tireless efforts in ensuring that the CFMS continues to follow best practice in governance. A huge thank-you to Victor Do, who served as vice-chair for the committee. Please, see Appendix I for more information about the work the Governance Committee has done this past year.

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4. **Chief Returning Officer:** Elections at SGM 2019 ran successfully considering that this was the first time where the new president as well as portfolio directors and Vice-Presidents elected were all elected at the same meeting. I look forward to similar success at AGM 2019.
5. **Canadian Medical Association:** The CMA continues to explore new ways of engaging with medical students through its ambassador program and in collaboration with the CFMS. I officially completed my stint on the CMA Board in August at the CMA AGM. I encourage all medical students to get involved with the CMA Federal Election Campaign as well as their ambassador program.

III. SELECT MEETINGS ATTENDED

Date	Meeting	Location
October 4, 2018	CFMS Board Meeting	Teleconference
October 18-20, 2018	CMA Board Retreat	Montebello, QC
October 26-28, 2018	CFMS Fall Board Meeting	Ottawa, ON
October 31, 2018	MDFM-CFMS Relationship Discussion	Teleconference
November 16, 2018 – January 6, 2019	CFMS Board Member Check-ins	Teleconference
November 18, 2018	CFMS Board Meeting	Teleconference
November 29, 2018	CaRMS Annual Members' Meeting	Ottawa, ON
December 7-8, 2018	CMA Board Meeting	Ottawa, ON
December 9, 2018	CFMS AGM 2019 Bid Adjudication Meeting	Teleconference
December 9, 2018	CFMS Governance Committee Meeting	Teleconference
December 12, 2018	Royal College National Specialty Societies Human Resources for Health Dialogue	Ottawa, ON
December 13, 2018	CFMS Orientation	Teleconference
December 16, 2018	CFMS Board Meeting	Teleconference
December 28, 2018	MyCFMS App Discussion	Teleconference
January 5-6, 2019	CFMS Winter Board Meeting	Toronto, ON
January 19, 2019	MyCFMS App Discussion	Teleconference
January 25, 2019	Meeting with Royal College to explore options to bring CBD to SGM	Teleconference
February 2, 2019	MD Financial Management Meeting	Ottawa, ON
February 2-3, 2019	CFMS National Day of Action Weekend	Ottawa, ON

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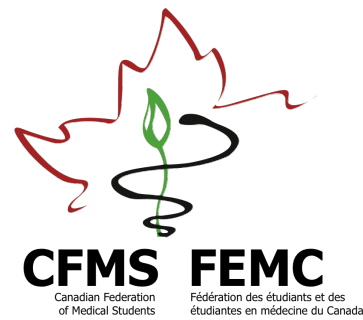
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February 5, 2019	SGM Planning Meeting	Teleconference
February 10, 2019	CFMS Board Meeting	Teleconference
February 24, 2019	SGM Planning Meeting	Teleconference
March 1-2, 2019	CMA Board Meeting	Ottawa, ON
March 10, 2019	CFMS Governance Committee Meeting	Teleconference
March 17, 2019	CFMS Board Meeting	Teleconference
March 24, 2019	SGM Planning Meeting	Teleconference
March 28, 2019	Governance Training Webinar: Best Practices in Terms of Reference	Webinar
March 30, 2019	CFMS Governance Committee Meeting	Teleconference
April 3, 2019	Society of Rural Physicians of Canada Council Meeting	Halifax, NS
April 8, 2019	CFMS Board Meeting	Teleconference
April 11, 2019	CFMS Board Meeting	Niagara Falls, ON
April 12-13, 2019	CFMS Spring General Meeting	Niagara Falls, ON
April 24, 2019	Meeting with App Developer	Teleconference
April 26, 2019	Canadian Conference on Physician Leadership	Montréal, QC
April 29, 2019 – June 30, 2019	CFMS Board Evaluation Reviews	Teleconference
April 30, 2019	ARMC Meeting	Teleconference
May 1-2, 2019	CMA Board Meeting	Vancouver, BC
May 21, 2019	MyCFMS App Discussion	Teleconference
June 1-2, 2019	CFMS Summer Board Meeting	Halifax, NS
June 12, 2019	CFMS AGM Planning Meeting	Teleconference
June 14, 2019	CFMS App Working Group	Teleconference
July 21, 2019	CFMS Board Meeting	Teleconference
August 11, 2019	CMA Board Meeting	Toronto, ON
August 11-13, 2019	CMA Health Summit	Toronto, ON
August 12, 2019	CFMS Board Discussion	Toronto, ON
August 18, 2019	CFMS Board Meeting	Teleconference
August 21, 2019	Strategic Planning Governance Training	Webinar
August 21, 2019	PGME Governance Council Meeting	Teleconference
September 1, 2019	CFMS Governance Committee Meeting	Teleconference
September 8, 2019	CFMS Board Meeting	Teleconference
September 14, 2019	CFMS National Officer Orientation	Webinar
September 15, 2019	CFMS National Officer Orientation	Webinar
September 17, 2019	ARMC Meeting	Teleconference
September 20-22, 2019	CFMS Annual General Meeting	St. John's, NL

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IV. REFLECTIONS & CONCLUSIONS

It was an immense privilege to serve CFMS members and the CFMS Board as Board Chair. Having been involved with the organization in some capacity over the last five years, it has been inspiring to see the CFMS mature and evolve into what it is today. I wish Dr. Stephanie Smith all the best as she takes over from me as Past-President and look forward to cheering the CFMS's good work from the sidelines.

Henry Annan

Henry Annan, M.D.

Class of 2018, Dalhousie University, Canada
Past-President & Board Chair | Ancien-président & Président du conseil d'administration
Canadian Federation of Medical Students | Fédération des étudiants et des étudiantes en
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APPENDIX I: GOVERNANCE COMMITTEE REPORT

CFMS Governance Committee Members (2018-2019): Henry Annan (*Past-President & Chair*), Victor Do (*CFMS Executive Vice-President & Vice-Chair*), Stephanie Smith (*CFMS President*), Dax Bourcier (*CFMS Regional Director*), Alex Corrigan (*CFMS Presidents Roundtable*), Ryan Wade (*CFMS Representatives Roundtable*), Henry Li (*General member*), Anson Lee (*General member*), Robert Henderson (*General member*), David Wiercigroch (*General member*).

The CFMS Governance committee was first struck in 2017 upon recommendation of the CFMS 2017-2022 Human Resources and Operations Strategic plan. The purpose of the Committee is to

1. Develop and approve CFMS documents related to governance matters including but not limited to, Terms of Reference, policies and procedures.
2. Provide expertise to the General Assembly and Board regarding operational aspects of General Meetings.
3. Optimize Board and Committee effectiveness
4. Support development of orientation resources

This year, the Governance Committee succeeded in creating and co-creating Terms of Reference for every Board and National Officer position, as well as every CFMS Committee and Roundtable. In addition, the Committee passed a slew of official CFMS policies. A list of all Terms of Reference and policies approved by the Governance committee is given below.

Board Positions

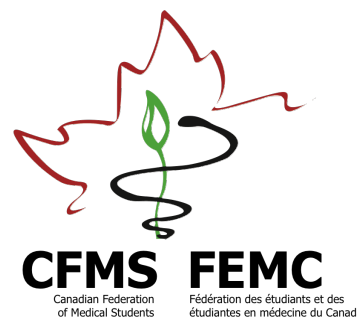
1. Past-President
2. President
3. VP Communications
4. VP Finance
5. Director of Student Affairs
6. Director of Global Health
7. Director of Government Affairs
8. Director of Education
9. Western Regional Directors
10. Ontario Regional Directors
11. Quebec Regional Director
12. Atlantic Regional Director

National Officers

13. National Officer of Indigenous Health
14. National Officers of Global Health Education
15. National Reproductive and Sexual Health Officer
16. National Exchanges Officers
17. National Officer of Human Rights and Peace
18. National Officer of Partnerships
19. National Officer of Health Policy
20. National Officer of Political Action

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21. National Officer of Research
22. National Officer of Education
23. National Officer of Wellness
24. National Officer of Services
25. National IT Officers

Roundtables

26. Representatives Roundtable
27. Presidents Roundtable
28. Wellness Roundtable
29. Global Health Roundtable
30. Government Affairs Roundtable
31. Academic Roundtable

Committees

32. Indigenous Health Committee
33. Global Health Education Committee
34. Reproductive and Sexual Health Committee
35. Global Health Exchanges Committee
36. Human Rights and Peace Committee
37. Global Health Partnerships

Committee

38. Committee on Health Policy
39. Day of Action Research Committee
40. Research Committee
41. Education Committee
42. Wellness Committee
43. Services Committee
44. Communications Committee
45. Finance, Audit and Human Resources Committee
46. Governance Committee
47. Nominations Committee

Policies

48. CFMS Sponsorship Policy
49. CFMS Financial Policy
50. CFMS Elections Policy
51. CFMS Website Terms and Conditions
52. CFMS Travel Policy
53. CFMS Reimbursement Policy

All documents are currently being standardized and will be made public on the CFMS website in due time. Dr. Stephanie Smith will be taking over as chair of the Governance Committee for the next year in her capacity as past-president.