

ANNUAL GENERAL MEETING MINUTES

(Virtual)

DAY 1: SATURDAY, October 23rd, 2021

Welcome and Introduction

- Chair Introduction, Dr. Franco Rizutti (CFMS President 2016-2017)
- Land acknowledgement from schools and students through “Slido.com” and in the Zoom text
- Robert’s rules will be used when necessary
- Message Chair privately for speakers list
- Housekeeping: hashtags shown on screen for the weekend
- Please clap for first timers by use of Zoom reactions
- Thank you to our sponsors!

President’s Update

- Welcome
- Last 6 months CFMS has seen significant change
 - Due to strong advocacy of members
 - Move towards more inclusive and transparent space
- New Board since Spring General Meeting (GM) 2021 in April
 - Additional Board members since Special GM in July, e.g. President
 - Address the “Calls to Action” that were presented to previous Board
 - Recruitment for new General Manager
 - “Thank You” to the Board Members for their hard work in the first four months of the new Board, including those that have now resigned
 - Three indigenous women elected for Board positions during the Special GM
 - Support from Dr. Rizutti and Dr. Smith, both past CFMS Presidents
- Top priority assessing progress on “Calls to Action” and plan how to continue that work
 - Many of those calls not boxes to check
 - Calls for ongoing and lasting commitment to the work of anti oppression and Equity, Diversity and Inclusivity in our organization
 - Voted for new Director Roles at the Special GM
 - Will see Bylaw changes to ensure a permanent space for Indigenous people
 - Prioritization of budget to include continued cultural awareness training in each portfolio budget line
 - Everybody’s responsibility to take on that work
 - Consult and support initiatives that external partners took on to ensure long term sustainability of the advocacy requested
 - CMA (Canadian Medical Association)

- New project around culture of medicine (AFMC (Association of Faculties of Medicine of Canada))
 - National Consortium of Indigenous Medical Education
 - Canadian Medical Forum
 - Leaders from all organizations
 - Talk about EDI (Equality, Diversity and Inclusivity)
 - CaRMS (Canadian Resident Matching Service)
- Membership knowing who CFMS is through improved membership engagement
 - Strong vision for communication by the VP Communications
- Bylaw changes to leave more space for grassroots projects

Student Affairs Update

- List of Student Affairs leadership roles
- Wellness Roundtable (WRT)
 - Membership update and workplan shared with WRT representatives from each school
 - University Wellness Grant of \$600 per school for wellness activities
- MD Financial Management Leadership Awards
 - Application link is live on the website
 - 1 winner from each school (15)
 - Prize: \$2000 & Certificate Recognition
 - Deadline: December 20th @ 11:59 pm EST
- National Wellness Challenge
 - Every school participates
 - 4 weeks from Jan 18th to Feb 14th
 - Weekly Themes:
 - Social/Relationships
 - Mental Health
 - Physical wellness
 - Nutritional wellness
 - Collaboration with FMEQ (Fédération Médicale Étudiante du Québec) to run Quebec portion & fund prizes
- Leadership Development Taskforce
 - Produce leadership education modules, leadership promotional videos, & related community engagement plan
- Safespaces
 - Hosted sessions through CMA Wellness Connection
 - Next session: Living with Imposter Syndrome - November 17th 2021
- Collaborations
 - CMA
 - Wellness Hub Consultation – New section
 - Wellness Connection – SafeSpaces
 - Wellness Curriculum Task Force Report Consultation & Feedback
 - AFMC

- Culture of Academic Medicine
- Work in Progress
 - Life as a Doctor-to-Be
 - Podcast that discusses life as a medical student as a whole
 - National Healing Circle
 - Opportunity for students from different background to discuss their challenges and celebrate their successes
 - National Service Booklet
 - Finding more corporate sponsors for discount and services

Communications Update

- Communications portfolio 2021-2022
 - Overview of the different components within the portfolio and how they work together
- Annual Review
 - Discontinue for 2021-2022
 - Costs outweigh benefit
 - Goal to
 - Feature work of students and portfolios in other ways throughout year
 - Advertise for our partners in other ways
 - Social media is where students are looking
 - Executive report provided to partners already
 - Do not need to format as Annual Review magazine
- Main modes of communication
 - Website
 - Enroll for access to members only resources
 - CFMS Monthly
 - Previously called “CFMS Communiqué”
 - Social Media
 - Facebook
 - Instagram
 - Twitter
- Priorities/Goals
 - Engage with members via social media and email
 - Ensuring awareness of what we do and the resources available
 - Efficiently communicate about events and projects that happen within each portfolio
 - Increase transparency about progress of CFMS as whole as advocate for students on a national level
 - Fulfill responsibilities to external partners who provide sponsorships and support
 - Making students aware of external resources
- CFMS Communiqué => CFMS Monthly
 - Rebranding of Communiqué to CFMS Monthly
 - Now goes out once a month on first Monday

- Deadline to put anything in is Friday before
- Goals:
 - Promote transparency about progress within organization
 - Updates from portfolios and deadlines for things like award applications, relevant information from partners
 - Organize in a way that is concise and easy to read with more links to “read more”
 - Looking into translating into French
- Social Media Engagement
 - Facebook
 - 8.2K followers
 - 10% growth since September 2020
 - Instagram
 - 2.1K followers
 - 47% growth since September 2020
 - Twitter
 - 12K followers
 - 14% growth since September 2020
- Social Media Strategy
 - More interactive and frequent posts:
 - EDI Mondays
 - Takeover Tuesdays
 - Podcast Wednesdays
 - Feature Fridays
 - More accessible and transparent
 - Introducing team members
 - Introducing board and “fun facts” about us
 - Interacting via Q&A boxes on Instagram
 - Responsive to current issues and trends
 - More ways for member participation
 - Nominate someone for EDI Monday
 - Suggest what you’d like us to talk about
 - Inquire about doing a takeover Tuesday
 - More of a team to respond quicker and share in real time
- Bilingualism Committee
 - Has done incredible work
 - Priorities have been major announcements
 - As much else as possible
 - Recruiting new team right now
 - Quebec RD (Regional Director) will
 - Help with leadership/ oversight of committee
 - Ensure having enough support
 - Ensure translating as much as possible
 - Goals:

- Translate monthly newsletter
- French speaking social media team member(s)
 - To assist with responding in French/ re-tweeting partner tweets in French
- Podcasts
 - Podcast Editor/ Coordinator:
 - Past year one podcast lead helped with coordinating and editing of other podcasts
 - Distinct role - less demand on one person
 - Currently 3 Podcasts found on Spotify, Google and Apple Music
 - Look up “CFMS Podcasts”
 - Research in Medicine (Education)
 - The CFMS Connections Podcast (Education/ Student Affairs)
 - Life as a Doctor to Be (Student Affairs)
 - Goals:
 - EDI Focused one or episodes throughout each
 - BIPOC (Black, Indigenous and People Of Color) Excellence

Government Affairs Update

- Portfolio Values/ Goals
 - Wellness-centric environment
 - Accessible to all
 - Practical EDI that is iterative
 - Opportunities for all that are willing to put in the work
 - Safety and shared respect
 - Real diversity in portfolio personnel
 - Use every drop of money we are given to drive for change
 - Build our capacity as an advocacy/lobbying organization to contend with professional organizations
- Overview of old structure and new structure
- What is Government Affairs
 - National Day of Action (NDoA)
 - Meet with MPs and Senators to advocate alongside other med students
 - Rapid Response
 - Release timely and nuanced responses to health news
 - Health Policy
 - Read health policy/ position papers adopted by CFMS
 - Follow-up NDoA (FNDoA)
 - Longitudinal Advocacy Training Series (LATS)
 - Learn tangible advocacy skills in workshops run by health advocates
 - Political Advocacy Training (PAT)
 - Specialized advocacy training for advocacy teams
- Grassroots advocacy branch of new structure
 - GAACs (Government Affairs and Advocacy Committee)

- Representatives from ALL CFMS member schools
 - GHAs (Global Health Affairs)
 - Cross appointed with Global Health Portfolio
 - Advocacy Incubator
 - Teams are given skills and resources to advocate for recommendations within specific CFMS position paper
- Political Action branch of new structure
 - NDoA: Advocate nationally for Housing and Homelessness policy (2021)
 - IWA (Indigenous Week of Action): Advocate for Indigenous Health Equity
 - FNDoA: Advocate nationally and provincially for Access to Contraception
 - Residency Match: Advocate for the betterment of all aspects of the match
- Health Policy branch of new structure
 - Committee on Health Policy
 - Review CFMS position papers
 - Implement new modes of position paper accessibility
 - Support members developing new CFMS position papers
 - Rapid Response Team
 - Develop timely responses to notable health news
- Communications branch of new structure
 - Days of Action: Develop and coordinate multi-media engagement campaign
 - Recruitment: Plan and execute broad recruitment campaign
 - Transparency: Oversee implementation of portfolio transparency strategy
 - Portfolio Advertising: Provide graphical support to all GovtAffairs members
 - Comms Portfolio: Work within CFMS Comms to collaborate inter-portfolio
- Health and Human Resources branch of new structure
- Advocacy Skill Building branch of new structure
 - Longitudinal Advocacy Training Series (LATS)
 - Expert advocate led workshops designed around core advocacy skills
 - Utilize unique lived experiences in advocacy to pass on knowledge
 - Political Advocacy Training (PAT)
 - Student advocate led training built on CMA Advocacy Coaching training
 - Currently developing basic training with plans to expand offerings
- Accountability
 - Platform promises status overview
 - Calls to Action status overview
 - Transparency strategy
- Highlight reel
 - Rapid Response Team “Canadian Federal Election 2021 Healthcare Highlights”
 - Fall selection campaign
 - “GovtAffairs CFMS Insta Takeover”
 - NDoA topic selection
 - Full Write Ups
 - Voice Overs
 - Video Overviews

- New Grassroots Voting
- EDI in Advocacy presentation
- LATS 2021-2022 scheduled workshops
- Advocacy Database and Position Paper Database on CFMS website

Global Health Update

- Global Health Committees based on IFMSA (International Federation of Medical Student Associations)
 - SCORE (Standing Committee on Research Exchanges)
 - SCOPE (Standing Committee on Professional Exchanges)
 - SCOME (Standing Committee on Medical Education)
 - SCORP (Standing Committee on Human Rights and Peace)
 - SCOPH (Standing Committee on Public Health)
 - SCORA (Standing Committee on Sexual and Reproductive Health and Rights incl. HIV and AIDS)
- Global Health portfolio structure overview
- Roles:
 - Director in CFMS
 - One of 13-17 medical students in leadership team of CFMS
 - E.g. Global health, Government Affairs
 - Global Health Liaison (GHL)
 - Local-university medical student leader (on local medical student society) collaborating with CFMS Director Global Health nationally and collaborating with local officers at each university
 - National Officer (NO)
 - National medical student leaders collaborating with directors within a portfolio
 - Each focuses on an even more specific issue
 - E.g. within Global health, sexual & reproductive health, exchanges
 - Local Officer (LO)
 - Local-university medical student leader collaborating with a national officer on a committee and collaborating with Global Health Liaisons (GHLs) at each university
 - International Federation of Medical Students (IFMSA)
 - Standing Committees
 - Communities within IFMSA that focus on specific issues of Global Health
- Portfolio Updates
 - Health & Environment Adaptive Response Task Force (HEART)
 - National curriculum review
 - Planetary Health Conference
 - Virtual shift in residency interview campaign
 - From Previous National Officers
 - Partnerships and Communications
 - Canada wide Global Health calendar
 - Live updated spreadsheet
 - Social media

- Exchanges
 - Penpal exchange
- Education
 - National survey of global health education content of all medical schools
 - Develop education resources and toolkits
- Collaborations
 - IFMSA Québec
 - Equity, Diversity, Inclusion Survey
 - 300+ participants so far
 - IFMSA
 - More equitable membership fees policy
 - More accessible elections guidelines
 - More efficient task force structure
 - Invites to virtual conferences
 - E.g. Egypt - gender pay gap, Bangladesh - climate justice
- Canadian Youth Delegate Team to the World Health Assembly of the United Nations
- AFMC (Association of Faculties of Medicine of Canada) global health leads
 - Monthly meetings

Education Portfolio Update

- Resignation of the Director of Education October 2021 on CFMS website under “News”
- Vision for the portfolio
 - “To push the boundaries of what we are taught in our education and increase our ownership as learners to challenge the status quo of medical education as a whole”
 - Reforming vs Dismantling
 - Medical Training Lifecycle
 - Admissions
 - Transition to Medicine
 - Pre-Clerkship
 - Clerkship
 - Transition to Residency
- Education portfolio structure
 - Focus on equitable recruitment, sustainable capacity building, and transparent communication
 - Functioning as project based
 - E.g. Pandemic Response and Anti-Oppressive Curriculum Task Forces
- Ongoing Projects and Updates
 - Education portfolio
 - Spring Recruitment 2021 re-worked with equity lens
 - Fall Recruitment 2021 on-going
 - Blinded application reviews by members of the Academic Roundtable (ART, ie. MedSoc VP Academics)

- Resumption of attendance at meetings with External bodies
 - E.g. AFMC, CACMS (Committee on Accreditation of Canadian Medical Schools), Royal College (of Physicians and Surgeons of Canada)
- Class Advisory Group meetings for C2021, C2022 and C2023
 - On-going issues from graduated students (C2021)
 - AFMC Portal fee refunds
 - Experiences with MCCQE (Medical Council of Canada Qualifying Examination) Part 1 in-person exam cancellations
 - C2022 advocacy
 - Drafting and sending letter to UGME (Undergraduate Medical Education) Deans speaking on electives equity and standardized reference letters
 - Concerns from C2023
 - Advocating for safe and equitable return to visiting electives
 - Ensuring CaRMS timelines take into account the pandemic-related delays to start of clerkship/electives
- International Congress on Academic Medicine (ICAM)
 - New committee planning the inaugural ICAM meeting
- CanPREPP (Canada’s Portal for Residency Program Promotion) Working Group
 - Working group to create and roll out new CANPREPP platform for CaRMS 2022
- ARMC (AFMC Residency Matching Committee) Match Process Evaluation Working Group
 - ARMC MPE working group to create, develop, and analyze results of surveys sent out to students, programs, and PGME (Postgraduate Medical Education) offices following CaRMS 2021

Finance Report

- Finance report is in-camera

MDFM & Scotiabank on EDI Presentation

- Presentation by Naomi Resnick (Senior Manager, Corporate Sustainability) on how EDI has been applied within Scotiabank

MD Financial Leadership Awards Presentations

- MD Financial leadership Award winners are celebrated for their outstanding work
 - Emily Wiesenthal, University of British Columbia
 - Ibrahim Sadiq, University of Alberta
 - Moiz Hafeez, University of Calgary
 - Laura Wu, University of Saskatchewan
 - Kevin Boreskie, University of Manitoba
 - Felicia Lotsios, Northern Ontario School of Medicine
 - Brintha Sivajohan, Western University
 - Mike Ge, McMaster University

- Vincent So, Queen's University
- Farhan Mahmood, University of Ottawa
- Owen Luo, McGill University
- Brett Ells, Dalhousie University
- Katie Oxford, Memorial University of Newfoundland
- Camille Morais-Savoie, Centre de formation médicale Nouveau-Brunswick
- Nishila Mehta, University of Toronto

Resolutions

- CFMS NDoA 2021 Topic Selection
 - How will voting work
 - GAACs (1 vote per school) = 15 total votes
 - GHAs (1 vote per school = 15 total votes
 - Topics Selection Committee members = 4 votes
 - Director of Government Affairs = 1 vote
 - National Officer of Political Action = 1 vote
 - School-specific vote (any medical student) = 15 total votes
 - AGM members votes (1 vote per school)= 15 total votes
 - Topics for NDoA
 - Newcomer Health
 - Indigenous Child Welfare
 - Decriminalization of Opioids
 - Canadian Climate Action
 - Presentation on each topic and time for deliberation
- Adoption of Nemo Contra Voting
 - Moved, Seconded
 - No speakers list
 - In favour: unanimous (by voice call)
- Adoption of the CFMS 2020 Annual General Meeting Minutes
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
- Adoption of the CFMS 2021 Spring General Meeting Minutes
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
- Adoption of the Position Paper 2021 CFMS Recommendations for Student Health and Wellbeing
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
- Adoption of the Position Paper Promoting Sleep Among Medical Trainees
 - Moved, Seconded
 - No speakers list

- Passes nemo contra
- Adoption of the creation of CFMS Public Health National Officer role within the Global Health Portfolio
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
- Omnibus Bylaw Amendments
 - Carbon Footprint
 - Moved, Seconded
 - Speakers list opened
 - POI (Point of information): #16 and #17 do not have to be “in-person”
 - Passes nemo contra
 - Terms of Reference Renewal
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
 - Director of Indigenous Health
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
 - Regional Directors Election
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
 - Role support from CFMS Staff
 - Moved, Seconded
 - No speakers list
 - Passes nemo contra
 - Director Responsibilities
 - Moved, Seconded
 - Speakers list opened
 - POI (Point of information): Request to change the word “inclusivity” into “anti-oppression” so it doesn’t denote trying to fit people in a box but rather taking away structures already in place
 - Reply: Yes, doesn’t change the spirit of the motion. Will make friendly amendment.
 - POI (Point of information): Should this be changed in the Bylaws as well as the same language can be found in clause 55
 - Reply: Can use the wording “equity, diversity, inclusivity, decolonization, and Indigenization” as suggested in the chat column. Doesn’t change the spirit of the Bylaw change
 - Reply: Do we have to change the text of the Bylaw clause 55 or can we vote on the current wording

- No responses, current wording in clause 55 stays for vote
- Vote to be done via election buddy
- Vote Passed

Portfolio Roundtable Discussion

- Breakout Rooms lead by Directors
- Education Topic:
 - What has your school done well to incorporate EDI into your curriculum and what improvements do you think could be made?
 - How has COVID-19 impacted your learning this year?
 - (Sub-divided to pre-clerkship and clerkship learning)
- Student Affairs topic:
 - What are some wellness activities that are happening at your school and what wellness activities would you like to see in the future?
- Government Affairs topic:
 - We are currently in the process of developing a GovtAffairs Advocacy Incubator program in order to give teams of medical students the tools and skills to advocate for a specific CFMS Position paper or multiple related papers. This will make our advocacy more grassroots, increase our organizational capacity for change, and address the current lack of mobilization on our policy positions. Please brainstorm how this program should work, what students would need to be successful, etc
- Global Health topic:
 - This is a year of change for the Global Health portfolio. Our aim is to build a just, equitable, and engaged community of medical students working toward global health, guided by principles and spirit of decolonization. What sort of vision do you have for this community? How do you believe we can and should enact social change within medicine?
- Finance topic:
 - PRT (Presidents RoundTable) received the agenda prior to. This session is reserved for MedSoc Presidents only
- Communications topic:
 - How is the transition to using RRT to distribute information to students and elimination of other RTs going for schools? How can we make this easier?

Meeting adjourned for the day

DAY 2: SUNDAY, October 24th, 2021

Welcome Back

- Dr. Franco Rizutti cannot chair today
 - CFMS President will lead through the agenda
- Land acknowledgements in the chat column
- Reminder for everyone to include school code at beginning of name
- Reminder of raffles going on (MD Financial and CANPREPP)

Welcome from the CMA President

- Dr. Katharine Smart, CMA President

CANPREPP Presentation & Questions

- Presentation by Nada Strathearn
- Canada's Portal for Residency Program Promotion
 - Part of AFMC (Association of Faculties of Medicine of Canada)
- <https://canprepp-staging.flywheelsites.com/register/>

Presentation PTMA Insurance Alliance

- Sarah Tufts, Education & Engagement Specialist, OMA (Ontario Medical Association) Insurance

Presentation from MNP

- Calvin Carpenter

Strategic Planning Brainstorm

- Strategic Plan 2017-2022 ending soon
- What is part of current Strategic Plan
 - Mission
 - The Canadian Federation of Medical Students is the national voice of Canadian Medical Students. We connect, support, and represent our membership as they learn to serve patients and society
 - Vision
 - Tomorrow's physicians leading for health today
 - Values
 - Energy: We are a forward-looking organization that takes a proactive and innovative approach to problem solving
 - Equity: We aim for equal opportunities for all Canadian medical students and advance health equity for all members of society
 - Excellence: We strive to deliver the highest quality in all that we undertake
 - Empowerment: We motivate our members to take ownership of their medical education and transform ideas into actions
 - Guiding Principles
 - The CFMS is a member-driven organization that is relevant to all medical students from admission through to transition to residency

- The CFMS prioritizes institutional transparency through ongoing and active engagement of medical student societies and their constituent students.
- The CFMS celebrates diversity of all forms including race, national or ethnic origin, mental or physical disability, age, religion, sexual orientation and gender identity, and in turn, promotes the establishment of safe spaces for all
- The CFMS recognizes the varied cultural, social and economic context within which medical students live
- Slido.com
 - What do you think our mission as the national medical organization is?
 - What are important values we should have as we carry on our work as an organization?
 - What does our organization's future look like to you?
 - When you think of guiding principles what comes to mind?
 - Are there any resources you think we should engage with or organizations we can learn from in this process?
- This exercise was a first step for students to give some input
- Answers to the above mentioned questions will be used as input when drafting the new Strategic Plan

Meeting Adjourned