

# ANNUAL GENERAL MEETING MINUTES

(St. John's, NL)

## DAY 1: FRIDAY, SEPTEMBER 20th, 2019

### Welcome

- Indigenous Land Acknowledgment from Elder Marjorie Muise
- Chair Dr. Franco Rizzuti (CFMS president 2016/2017)
- General meeting goals: Have fun, enforced start and end times
- Housekeeping: Conference website, social media, phones on silent
- Agenda highlights presented

### CFMS Presidential Address

- High level overview of projects throughout the past year
- CFMS achievements:
  - Terms of reference for future positions
  - New survey policy
  - Zero based budget created by VP finance
  - HEART developing curriculum and active involvement in climate change (internationally recognized)
  - JOULE grant winners (details on Joule website)
  - IFMSA project winner (UManitoba, MIFE campaign)
  - Support (funding, travel discounts, advice/info, portal reimbursement)

### Strategic Planning Hack-a-thon 2019/2020 Topic Selection

- Opportunity for input from everyone on the strategic plan
- Portfolio discussion groups will be held this afternoon on topics voted for now
  - Vote on the top three topics for each of the 6 portfolios
  - Voting format will be consistent with the rest of the weekend in terms of votes per school
  - All topics were presented and opportunity given for any questions on them
- Finance:
  - Financial literacy - 44%
  - Sponsorships - 5%
  - **Granting Programs - 51%**
- Education:
  - Unmatched CMGs - 30%
  - **AFMC Student Portal Advocacy - 48%**
  - AFMC Electives Diversification Policy - 23%

- Student Affairs:
  - **Student Mistreatment - 67%**
  - Wellness Curriculum - 14%
  - Leadership Development for Medical Students - 19%
- Government Affairs:
  - Health Advocacy Education - 7%
  - **Following Up After the Ask - 61%**
  - Connecting Students with Overlapping Advocacy Interests - 32%
- Global Health:
  - IFMSA Involvement - 10
  - **Global Health Partnerships - 46%**
  - Engaging CFMS Members in GH Portfolio - 44
- Communications:
  - MyCFMS App - 29%
  - Social Media Contest - 26%
  - **New Website Structure - 45%**
- For the future, more time will be allocated for this in the agenda
- All portfolio topics will be worked on, but chosen stems are where momentum will ideally be

## Resolutions Marketplace

- Nemine Contra - Franco
- SGM Minutes – Wendy/ Victoria
- National Seniors Strategy – Helen Teklemariam
- AFMC Portal – Taylor Heinzlmeir
- GH Strategic Plan – Michelle/ Fatemeh
- FGM – done via remot from authors
- Return of Service – John Liu/ Devon Mitchell

## CFMS and CMA Federal Election Strategy

- Main Objectives:
  - To foster excitement, interest, and engagement surrounding the vote
  - To inform Canadian medical students with objective data about parties and platforms
  - To facilitate issue-based advocacy
- Foster Excitement: #IVoteCan/#JeVoteCan social media campaign
- Inform Medical Students:
  - Working on election primer to distribute to students
  - Interactive website ([www.cfmsvotes.ca](http://www.cfmsvotes.ca))
- Seven important topics covered with political party stances from platforms
- Tab providing info for voting while away on electives

- Issue-Based Advocacy
- Break down of steps to Canadian Federal Election
- Website contains info for options to engage medical students at your school and
  - engage yourself in the federal election in your community
- Potential questions for candidates and debate times posted
- Overall calendar of events and resources linked as well
- Video presented aimed at federal candidates on what they will do with regard to Canada's healthcare system needs
- Emphasis that we can make an impact: we have numbers
- Issues of interest: Access to care, climate change in health, pharmacare, seniors care, virtual care, and youth mental health
- CMA's election strategy: No specific party, but party that includes health issues in platform
- How to get involved: CMA advocacy caucus, campaign box delivery (equipping candidates to speak on these important topics), talk to peers, and vote!

### **CFMS Board of Directors: Three-minute Thesis**

- Quick opportunity for portfolios to give updates: condensed and allows maximum time for questions
- Government Affairs:
  - Full report can be found on the cfms website
  - Highlights:
    - Annual National Day of Action in Ottawa (advocating for seniors care)
    - Advocacy for CFMS federal election strategy
    - Short list for National Day of Action can be found on CFMS AGM website
- Student Affairs:
  - Updates from SGM: Student mistreatment task force position paper passed and work being done on action items
  - Comprehensive curriculum framework being worked on by task forces with members from all schools
  - Big highlight: Need for elective database recognized last year. Now live on website with more data to come
- Global Health:
  - Overseeing Global Health National Officer portfolios
  - Various campaigns on the go by national officers
  - Serving as CFMS NMO president to the IFMSA
  - Implementing Strategic Plan Goals and Milestones
- Communications not present
- Education:
  - Represent CFMS at meetings with external groups
  - Position paper on AFMC student portal
  - Opt-in for unmatched students to learn ahead of time maintained for this year

- New guides/aid for unmatched students

## **Finance Report**

- Notes documented in the in-camera meeting minutes

## **Outgoing Board Q&A**

- Question for Education: Curious about experience working with the admissions think tank and if there is any progress with lack of data?
  - Answer: Not met yet to discuss this, but literature has been drawn to begin
- Question for Education: No increase in direct entry disciplines/issue with entry routes?
  - Answer: Different opinions and competing interests from key players without a solution decided on yet
- Question for SA: How will elective diversification be managed in the future?
  - Answer: Internal process review and student representatives able to add electives as needed
- Question: How is the dyad model going?
  - Answer: General consensus from the board that things are going well
  - Lot of work for Governance Board this year, but delineating everyone's roles with terms of reference gives a lot of clarity
  - This gives more initiative. Opportunity for advocacy work helped to gain important skills for the future by attending meetings
  - Work was not overwhelming and the position gave purpose
- Question: What is the plan for the year ahead regarding the position of general manager?
  - Answer: When the short-term strategic plan was created the thought was for Rosemary to transition out of the role. There has been a shift of thinking regarding the evolving role. We recognize a need to transition toward having employees. The process will continue on.

## **CFMS Board Elections: Director of Global Health**

- Introduction to elections
  - "Instant run-off voting" (preferential voting)
  - How it works
    - Rank all the candidates in order from most preferred to least preferred
      - You may rank all candidates, only one, or as many as you would like
      - Your ballot has the most worth if you rank all the candidates
    - Votes are counted – at first, only the 1st ranked vote from each ballot are counted
    - If one candidate has received 50% +1 of the votes (a majority), then he/she is elected and the process ends

- If there is no majority...
  - The candidates with the LOWEST number of 1st ranked votes is eliminated
  - The ballots that had the eliminated candidate in first place are then re-assigned; the second ranked candidate is now assigned a rank of 1 and so on
  - Votes are then re-counted and if one candidate has a majority, he or she is elected
  - The process is repeated until there is a majority
- As per bylaws:
  - Institutional Members 3 votes each
  - Campus Members 1 vote each
  - Board member 1 vote each
  - Total votes: 56
- Candidates allowed to compete in more than one election
- All applicants give a 3 minute presentation followed by a 3 minute Q&A
- Candidates for the position of Director of Global Health:
  - Zainab Doleeb (Toronto)
  - Eric Lentz
  - Aishwi Roshan (UBC)
  - Rebecca Xu
  - Achieng Tago (Manitoba), elected
  - Wendy Yao (Calgary)
  - Rafael Zaki (Manitoba)
  - Syeda Shanza Hashmi (Ottawa)

## **CFMS Strategic Planning Hack-a-thon 2019/2020**

- Elective Database already successful, very helpful
- Will the electives database help with advocacy if there are elective concerns with specific sites
- Reviews are anonymous but you have to log in (administrators can find out and contact if there are concerns with what is submitted)
- Data for electives is from the AFMC portal, if there are other electives we don't have, please let us know.
- Same person who did the Elective Database will do something similar with interviews
- Submission based, maintaining anonymity
- Ready by December so that it's a yearly process
- Interview day schedule to be added to database
- Quantitative and specifically related to aspects of the interview
- Issue raised of turnover and these comments changing over time
- Communications strategy on how to share
- Student Mistreatment: Explanation of mistreatment position paper and task force

- Looking to implement for this upcoming year
- Insights: Problems with the barrier to reporting
- Focus on the barriers to reporting
- Recruiting new members to the task force (all come together to work towards combating mistreatment)
- Increasing reporting as well as education for preceptors
- U of T is actively looking at addressing mistreatment as part of accreditation
- MB working with Doc MB for a campaign on mistreatment. Shadows the British orthopedic society campaign.
- How do we feel about doing a social media campaign?
  - “Civility Saves Lives” as an example of one
  - MB is doing a survey and related research project around this work
  - Awards for effective preceptors who create welcoming environment, reinforcing the accolades
  - Create a campaign with e.g. buttons
  - Faculty and preceptors champions

## **Introduction to Resolutions Sessions**

- Resolution considerations:
  - Alignment with CFMS priorities/strategic plan
  - Resource requirements
  - Is this in CFMS’s scope
- Overview of voting procedures:
  - Chair presents motion
  - Mover and seconder speak for no more than 2 minutes
  - Members may then ask questions and speak for/against resolution
- General overview of Robert’s Rules
- Motion to destroy election ballots
  - Moved, Seconded, Motion Carried unanimously
- Roll call:
  - All school boards present
  - All board members present
  - Quorum is valid
- Clarity provided on what position papers, discussion papers, and policy statements are

## **Resolutions Session I**

- Motion: Adoption of the CFMS 2019 Spring General Meeting Minutes
  - Moved, Seconded
  - Minutes must be available for auditors and are available on our website
  - Motion Carried unanimously
- Motion: Nemine Contradicente Voting Rules for CFMS Annual General Meeting 2019

- Moved, Seconded, Motion Carried unanimously
- Motion: Adoption of the CFMS Global Health Program Strategic Plan 2019-2020
  - Moved, Seconded
  - Previous plan was coming to an end, worthwhile to continue putting forth a vision
  - One revision noted and pointed to
  - No direct negatives
  - Motion Carried Nemine Contradicente
- Motion: Adoption of Policy Position “Five Years in the Era of the AFMC Student Portal: Canadian Medical Students’ Experiences and Recommendations”
  - Moved, Seconded
  - Report’s timeline was appropriate to meet goals, but there may be some lack of representation from schools who were unable to administer surveys in time
  - Data can still be collected and coalesced if desired
  - No direct negatives
  - Motion Carried Nemine Contradicente
- Motion: Adoption of Policy Position “Opposing Practice Location Restrictions for Graduating Canadian Medical Students”
  - Moved, Seconded
  - Valid concerns at previous SGM. Paper has been revamped to address these
  - New strategies are recommended to address issues that return of service contracts are not effectively addressing
  - Motion to postpone until tomorrow, based on quick turn around time from this morning
    - Moved, Seconded, Motion Carried
    - Overall motion postponed until tomorrow
- Motion: Adoption of Policy Position “CFMS Task Force For Seniors’ Care, a Perspective into the Canadian Medical Curricula”
  - Moved, Seconded
  - Paper includes recommendations for students who need aid advocating at their respective schools
  - No direct negatives
  - Motion Carried Nemine Contradicente
- Motion: Adoption of Policy Position “Increasing Medical Education about Resources for Female Genital Mutilation/Cutting”
  - Moved, Seconded
  - New recommendation involves creation of a task force to work from the CFMS outwards
  - Motion to postpone until tomorrow due to lack of time to review amendments
    - Moved, Seconded, Motion Carried
    - Overall motion postponed until tomorrow

## **DAY 2: SATURDAY SEPTEMBER 21st, 2019**

### **CFMS and MDFM Supports for Match-Year Students**

- Goal is to consolidate resources on one website page for easy access
- Broken down to pre-interview, interview, and post-interview
- Pre-interview:
  - CFMS Matchbook: Now live on website, all-encompassing to prepare for match
  - OnBoard MD: Info, tips, and resources for medical students, online or in app
  - MDFM Ask Anything: Interactive online sessions connecting students and residents
  - MatchStats: New resource based on work from UofT in collaboration with CFMS, analysed elective data and match results
- Interview:
  - CMA Mock Interviews: Residents host local practice sessions at each school
  - Interview Preparation Guide: CFMS resource, interview tips and tricks linked
  - Travel Discounts: Various partnerships with airlines, trains, hotels
  - Interview Tour Giveaway: MDFM: chances to win throughout interview period
  - CaRMS Tour Connection Contest: Students are eligible for prizes
- Post-Interview:
  - Couples Match Rank Order List App: Online app on CFMS website, helps couples make a rank order list based on their preferences
  - Unmatched Student Network: Opportunity for unmatched students to be supported/mentored by previous unmatched students
  - 2nd Iteration Match Stipend: MD provides \$150 (through CFMS in a confidential way) to students entering second iteration to help cover application fees
  - CMA Transition to Residency Guide: Info regarding financial and life decisions

### **Small Working Groups: The Medical Roundtables**

- Attendees split up in predetermined groups to attend two of the 10 roundtables headed by (a) representative(s) of diverse medical organisations
- Organisations attending: CMA, AFMC, CaRMS, RDoC, MDFM, CFPC, Royal College, SRPC, CSPL, CMA Foundation

### **Resolution Session II**

- Roll call:
  - All school boards present
  - All executive members present
  - Quorum is valid

- First revisiting postponed resolutions from yesterday
- Motion: Adoption of Policy Position “Opposing Practice Location Restrictions for Graduating Canadian Medical Students”
  - Moved, Seconded
  - No direct negatives
  - Motion Carried nemine contradicente
- Motion: Adoption of Policy Position “Increasing Medical Education about Resources for Female Genital Mutilation/Cutting”
  - Moved, Seconded
  - Revisions were made based on recommendations
    - Chart with census data was removed
    - CFMS recommendations were made more achievable through a recommendation of the creation of a task force
  - Question: What is the specific goal/direction of the future research mentioned
    - Answer: Goal to collaborate with other groups, not to conduct direct CFMS research
  - Speakers list opened
    - Expression of concern related to recommendation that changes are made to the curriculum. Concern that addition to curriculum usually involves taking other things out. Are there any specific changes to the curriculum you can speak to?
      - Many schools do not have this in their curriculum, the goal is to provide guidance/guidelines for any schools looking to add this to the curriculum
      - Speaking against: This is an ineffective way to create a task force. Important portfolios not involved in discussion to see if recommendations are feasible. Uncomfortable if this passes and the board becomes bound by paper recommendations
      - Speaking against: Concern with one sentence “lack of scientific data”. Recommendation to remove due to the assumed extrapolation
    - Chair: Paper cannot be changed right now. To be considered “speaking against.”
  - Motion to postpone indefinitely. Changed: motion to table resolution to SGM 2020
  - Mover and seconder withdraw paper
  - Mover withdrawal supersedes any other motions/actions regarding the paper
  - Paper is withdrawn
- No other resolutions brought to discussion, resolutions are finished

## **Day of Action 2020 Presentation and 2019 Recap**

- Background on day of action
- Explanation of topic selection process:

- Day of Action Research Committee was formed to allow a more standardized process toward topic selection
- Committee compiled a short list of topics and ranked them
- Top 5 will be presented today
- Voting will occur this weekend
- Criteria used to determine short list: Within domain of federal government, a current political interest, and relevant/interesting to Canadian medical student
- Short list:
  - Water security: Compromised in many communities (specifically indigenous communities), an essential measure in public health, no current legal standard for drinking water
  - Fossil fuel divestment: Opportunity to mitigate climate change by divesting to cleaner energy
  - Universal Coverage of Contraceptives: Unintended pregnancies take significant toll on our population. Some private coverage providers do not cover this.
  - National pharmacare: High spending on drugs in Canada. High political and public interest in developing a pharmacare system
  - Child and Youth Mental Health: Mental illness is the most common illness in this age group and has many downstream impacts
- Voting process:
  - Voting will occur as per CFMS by-laws
  - Google form will be provided for this
  - Voting schools/executives can rank topics and provide comments regarding direction and concerns
- Due to this item being moved forward to today on the Agenda, it is proposed that voting will close at 5 p.m. today
- This vote is not binding but it is a strong recommendation to the Day of Action board and CFMS board
- Concern that this voting timeline is too short given that there is no scheduled time for discussion among schools. Propose timeline to be extended to tomorrow
- Question: Curious about when the topic will be determined?
  - This is a question for the new board that is yet to be elected.
  - The board must make a decision before February, but there is no set timeline for the date to be selected
  - With the pending federal election, a final topic may not be selected until we know who is in office, as this may best direct our efforts for advocacy
- Question: Curious about what “campus member” means in terms of the voting process?
  - Chair: This terminology refers to Moncton’s one vote
- Question: Can we open a discussion regarding topics?
  - Chair: Yes, we have 15 minutes right now for a preliminary discussion
  - Is there a way to get involved with politicians before the day of action given the timing of the election?
    - Our website with the federal election primer includes questions to ask

- political candidates which is a great way to engage candidates now
    - Day of Action is not the only advocacy-related work done regarding the federal election. Possibilities to engage in many ways as discussed yesterday
  - Scope of some topics is large/controversial. Potentially not feasible to make tangible impact (e.g. given: fossil fuels). Partnerships beyond government is important (e.g. school boards for youth mental health)
  - To what extent can/do we coordinate with other lobby groups?
    - Last year we began identifying other stakeholders. Reaching out to see how we can advocate as a coalition. Important at times to advocate alone with the voice of the CFMS
    - Chair: Advocacy training at individual schools helps translate this type of knowledge and you can also get involved with CFMS groups
  - Chair: Taking discussion offline for now
  - Voting deadline finalized as 9 a.m. (NST) on Sunday, September 22nd

## **Regional Marketplace:**

- Each region had relevant discussions; atlantic, western, ontario and quebec, led by the respective regional directors

## **MDFM Travel Awards Presentation**

- Winners announced along with personal videos of why they are excited for the AGM

## **CFMS Board Elections: Regional Director Positions**

- Candidates for the 2 positions of Western Regional Director:
  - Lucas King (Saskatchewan)
  - Henry Li (Manitoba), elected
  - Emily McPhail (Calgary)
  - Devon Mitchell (UBC), elected
  - Odell Tan (Saskatchewan)
  - Rafael Zaki (Manitoba)
- Candidates for the 2 positions of Ontario Regional Director:
  - Avri Lynn Ding (Queen's), elected
  - Zainab Doleeb (Toronto)
  - Felipe Fajardo (McMaster), elected
  - Yujin Suk
- Candidate for the position of Quebec Regional Director:
  - Matt Kerachian (McGill), elected
- Candidate for the Position of Atlantic Regional Director:
  - Clara Long (Dalhousie), elected

## **Panel: Leadership and Advocacy in Medicine**

- Panel: Dr. Ann Collins (CMA President-elect), Dr. Anna Karwowska (AFMC VP), Dr. Nick Monfries (President, Resident Doctors of BC), and Dr. Arrun Leekha (RDoC VP)
- Goal: Open dialogue
- Each panelist tells personal story that influenced their leadership/advocacy journey
- Question and answer period following with the following questions:
  - Question: Curious about panelist thoughts on our role as the medical community of Canada in politics, specifically with biases to policies and sides of the spectrum that we may have?
  - Question: What were your greatest challenges being an active leader while balancing a busy residency schedule?
  - Question: As there is no shortage of opportunities to get involved, how do you select what things are best to do?
  - Question: Curious about panelist thoughts on showing vulnerability.
  - Question: Seeking advice regarding the competing interests that can be present due to the medical hierarchy.
  - Question: How do you see CMA, AFMC, and RDoC helping students to make leadership activities more valued?
- Final two questions: What have you had to sacrifice to get to where you are? What are the keys to meaningful mentorship?
- Closing thoughts from panel:
  - Dr. Collins: As a physician, you are a leader by default. Have your priorities and take on what you can when you can, and not all leadership roles are in medicine; community leadership is important too
  - Dr. Karwowska: Opportunities will come your way, take them. Remember our patients are at the centre of what we do. Mentorship is important
  - Dr. Monfries: Leadership skills are not just used in the boardroom, they are everyday skills and important to our work as physicians
  - Dr. Leekha: We all have the ability to change the trajectory of healthcare in Canada for our patients and ourselves

## **DAY 3: SUNDAY, SEPTEMBER 22nd, 2019**

### **Welcome**

- Motion to destroy ballots from yesterday's board elections
- Moved, Seconded, Motion passed unanimously
- CFMS incoming President offers thank you to outgoing President who spoke briefly

## Panel: Innovation in Medicine

- Panel: Dr. Sameer Nathoo (Emergency Medicine in Toronto), Sabrina Tang (consultant; 4th year medical student, Dalhousie), Chance Park (co-founder of CAPIE (Canadian Association of Physician Innovators and Entrepreneurs); 2nd year medical student, UBC), and Deborah Scott-Douglas (VP of Innovation, interim president of Joule)
- Goal:
  - To explore the skill set necessary to be successful
  - How to get started with innovation in medicine
  - To discuss what Joule is doing
  - How they can support medical students
- Each panelist spoke briefly to who they are and what they do regarding innovation
- Audience interaction using Poll Everywhere with questions based on work with digital tools in medicine
- Question: What is Joule doing to support physicians with innovation in healthcare?
  - Deborah:
    - Joule innovation grants (\$200,000 distributed to 8 winners this past year)
    - Joule innovation mentorship program established for all innovation grant application finalists
    - Physician Leadership Institute (PLI) offers core leadership training for physicians
    - CMA Virtual Care Taskforce brings together key partners for a discussion on the importance and impact of virtual care
- Question: What skill set do physicians in training need to enter into the domain of innovation?
- Question: How did you get involved with innovation and how can others get involved?
- Question: What led you to co-found CAPIE (Canadian Association of Physician Innovators and Entrepreneurs)?
- Question: How to get involved with Joule and the CMA regarding innovation in healthcare?
- Question: How do you grow a start-up and find balance while being a busy physician?
- Question: As you head into residency/staff-hood, how do you see yourself including innovation?
- Question: What is CAPIE doing to support medical students and early physician innovators?
- Question: What are the biggest barriers faced once a potentially successful product/project is started?
  - Chance: Privacy concerns can be a struggle with specific cases in healthcare
  - Dr. Nathoo: Implementation needs to be done in baby steps (healthcare is a slow changing field). Recognize gap and innovative inventions/ideas must match up
  - Sabrina: Things move slow because we are dealing with individuals lives. System interrelations require everything to fit together well, this takes iterations. Funding

- can also be an issue
  - Deborah: Systems can prevent change and shut down innovation (the CMA can work to help this). Listening to the patient voice is important
- Question: How does innovation in healthcare exacerbate inequities?
- Question: What advice do you have for students trying to expand small projects into larger ones?
- Question: What are your thoughts on the necessity and meaningfulness of being an entrepreneur?
- Question: What is the role for non-digital technologies in innovation in the future
- Question: What is the patient's role in innovation?
- Question: How can medical schools make innovation more applicable and cultivate creativity?
  - Dr. Nathoo: Innovation is not unique to medicine. Look to our colleagues and bigger companies for advice to see what is being done
  - Sabrina: Cultivating creativity comes from connections. Identifying the problems is the main step to finding solutions
  - Chance: Have a problem based mindset and know/understand topics outside of medicine. Have an openness toward learning
  - Deborah: Our mindset is what is important, be open to the possible.

### **Day of Action QI Study and Topic Voting Results:**

- Day of Action QI Study, preliminary findings:
  - Overview provided the DoA's purpose. QI Study focused on medical student interest and learning in advocacy
  - Study design overview: questionnaires and interviews were administered
  - Results:
    - (Questionnaires) DoA resulted in self-rated increases in advocacy skills and understanding of the political system
    - (Interviews) Major themes identified:
      - Advocacy is recognized as important but poorly taught at schools
      - Prior interest in politics was a major reason for engagement
      - Engagement did not impact participants' concepts of advocacy.
  - Overall recommendations: Increase proportion of medical students involved in DoA who do not have previous interest in advocacy. Create opportunities for participants to consolidate and further improve advocacy skills learned at DoA.
- Day of Action 2020 topic:
  - Only 33 of 56 eligible votes were cast
  - To optimize voting turnout, the deadline will be extended to Monday September 23rd at 18:00 (ET)

## **Day Scavenger Hunt Winners Announced**

- Three schools completed the scavenger hunt: Western, McGill, and McMaster
- Winner (based on most creative pictures): McMaster

## **CFMS 2019-2020: The Year Ahead**

- Main goals: connect, support, and represent CFMS members
- Values at the base of this are energy, equity, excellence, and empowerment
- This is student fueled work. Want to hear your voice to push the agenda
- Theme of this year's board is tenacity
- Improving our wellness portfolio on national stage is a priority
- Creating a culture to end student mistreatment is a priority
- Working on AFMC's joint commitment on indigenous health is a priority
- Member engagement is at the forefront: we want to engage all members
- Let's realize our unlimited potential

## **Meeting Adjourned**