

## CFMS BOARD 2019/2020 TELECONFERENCE #3

Sunday, December 15, 2019

18h00 EST - 19h30 EST

**Chair:** Devon Mitchell

**Present:** Stephanie Smith, Anson Lee, Clara Long, Achieng Tago, Henry Li, Devon Mitchell, Felipe Fajardo, Victor Do, Rishi Sharma, Avrilynn Ding, Helen Teklemariam, Rosemary Conliffe

### **Business Agenda**

#### **President Update**

- CMF (Canadian Medical Forum) was excellent networking opportunity
  - Action item: Victor with a few others will work to develop set of asks and next steps of what group as a whole can do for HHR + uCMG
- MD Financial Management Leadership Awards due Friday
- If emailing MDFM, please cc Victor. Same as for CMA. Probably best to include Victor for FYI when emailing any external MedEd organizations.

#### **CMA board meeting update**

- CMA update
  - Focuses: Access to Care, Physician Wellness/Health, HHR (Health Human Resources) Planning
  - Interested in finding strategies to further help general members. They want to help residents/medical students through the residency transition process. They will be connected with CFMS Student Affairs and Education teams to make sure planning is done collaboratively. They don't want to take lead, they just want to figure out strategies to offer benefits to their members.
  - Ambassador Program
    - Developing committee to further develop this program.
    - Want to expand beyond the Health Summit + CCPH (Canadian Conference on Physician Health). Also want to send members to CCPL (CC on Physician Leadership).

#### **Fall Board Meeting Objective Review/ Portfolio Strategic Plan Next Steps**

- 2 weeks ago: emailed everyone action items from FBM. All action items from FBM have either been checked off or on the way of being checked off
- Winter Board Meeting: same document will be done; focused on action-specific things
- Work plans:
  - A lot of people are buying into work plans and implementing them for the portfolios; have been helpful for those who have deployed these work plans
  - Idea is to ensure that these work plans work for you. It gives direction to file leads and those on the committees
  - There is a point in the 2017-2022 Human Resource and Operations Strategic Plan that mentions that each portfolio deploys work plans; Victor has made this to be optional, but highly encourages it.

- Odell Tan has accepted to lead a review conducted by individuals external to the CFMS Board of the organization's progress against the strategic plan
  - There may be sit-ins and observations into the roundtables and committees in the near future
- Portfolio strategic plans:
  - At WBM on Sunday morning, there will be a dedicated Strategic Plan session; each portfolio should have the basic outline completed
  - Tentative due date of these plans is April 2 (2 weeks before SGM)

### **GSuite Transition over Holidays**

- Right now using TigerTech. It's an old server. Will switch over to G-Suite. We'll try between Dec 20-25. Will not be able to log in or receive emails during this time (bounce back/error message). If successful, will get logins from IT on Dec 26 with the right password and login information. When you get on G-suite, all past emails/files will stay there. No loss of information.

### **NomCom process update**

- Clara sent out an email regarding the Winter Call
- Next deadline: have all application documents by the end of tomorrow; all RDs creating a list of position for each of their portfolio dyad in the Google doc

### **Day of Action Update**

- General Outline
  - Saturday will be meeting with GAAC (Government Affairs and Advocacy Committee) and GHAs (Global Health Affairs)
  - Medical student delegates who are not GAACs and GHAs arrive prior to noon Sunday for training that day
  - GAACs have been told they can book flights/accommodations
  - CFMS funded members: Director Govt Affairs, Govt Affairs Dyad, Dir Communications, President, Dir of Global Health, National Officer Human Rights and Peace, NO Political Action, NO Health Policy
  - The Research Committee has a meeting tonight. They will work on compiling research into a rough draft and arrange for consultation. Will be finalized at the beginning of February 2020.

### **SIG Program Guide**

- Every year the guide must be approved. Henry and Felipe have updated the guidelines
- Most of the changes were administrative (grammatical, and related to dates)
- Q: were there any major concerns from previous years' coordinators; how were they addressed and have they been addressed by these modifications?
  - A: No particular things that have been outlined as issues by predecessors. Most changes stemmed from both
- Motion: Whereas every year there are minor changes to the SIG program guide, and whereas these changes have been discussed by the CFMS Board, BIRT the CFMS Board approves the 2019-2020 SIG Program Guide with the changes as presented by Henry and Felipe. Moved, Seconded, Motion Carried

### **Winter Board Meeting updates**

- Main goal of WBM: continue conversation from FBM, set the next part of the strategic path from WBM until SGM
  - Refinement of strategic plans and having strategic portfolio discussions
- Board Reports are due after the board meeting
- One question to consider: within your portfolios, and within CFMS as a whole, if you had unlimited budget with CFMS, what would you like us to do?
- VP Finance sent updates for portfolios just prior to this TC. Please review before WBM so we know what the budget is like and where you're currently sitting at.

### **Meeting Adjourned**