

## CFMS BOARD 2019/2020 TELECONFERENCE #5

Sunday, 15 March, 2020

19h00 EST - 21h00 EST

**Chair:** Stephanie Smith

**Present:** Clara, Avrilynn, Henry, Felipe, Corinne, Anson Lee, Achieng Tago, Rishi, Victor, Adel, Devon , Sarah

### **Business Agenda**

#### **President's Update**

- COVID-19 Pandemic Response
  - On Friday: final announcement of CCME and SGM in-person meetings canceled
    - Memo 1 went out
  - Contracts with catering and hotel have been cancelled with no financial costs
  - Leadership Awards winner and MDFM have been contacted
  - Discussions about Virtual options
  - Staff: Stephanie and Rosemary working from home
  - Email to MCC to start discussions on postponing Part 1 MCCQE
  - Discussions initiated in regards to IFMSA exchanges
  - Tracking sheet started on pre-clerkship, clerkship changes by school
  - Saturday second memo was released (on president's update)
  - Communicating with PRT via their Facebook page and asked students to contact CFMS regarding MCC concerns
  - Student volunteering initiative from Western that has been received very positively and has been going to other schools as well- we will help promote
  - All in-person Meetings April to May are being canceled
  - Q: Are the documents with what each Med School is doing being distributed to the different Med Socs?
    - A: Yes already done
  - Q: What about the Summer Board meeting?
    - A: we will probably move it to a virtual meeting. No 100% decisions made yet, but likely. Don't book travel if you haven't yet.
- CaRMS Learners
  - Next year in application you will get a checkmark to let you know if you have attached everything you need to attach for a program application!!
  - List of requirements for each school will be available
  - New CaRMS match violation policy
- CaRMS Application Review
  - We had a discussion about MINC (Medical Identification Number for Canada)
  - Want to send a note so that final year students are aware about the LMCC (Licentiate of the Medical Council of Canada)
- Education and Clerkship
  - Summation of what different school's reactions are to clerkships in relation to COVID-19

- Discussion about removing students from clerkship
  - Decision rests on Public Health authorities and schools themselves.
  - Monitoring the situation
  - Focus is on **support medical students**, accommodate medical students with medical conditions that make them more susceptible to infection, do not rely upon students on providing clinical service in place of physicians, minimize long-term graduation impacts
  - We will be on the forefront to advocate for something uniform in regards to concerns regarding graduation if this time off turns out to be weeks/months
- Communicate to Victor, how this impacts your portfolio and portfolio plans. We want to make sure that we are prepared for rescheduled CCME meetings, so that we can continue our advocacy work.
- CCME: will move plenary sessions virtual, all other meetings with Deans are postponed

### **SGM Cancellation and Elections**

- SGM Cancellation:
  - SGM will be virtual this year on **April 18th and 19th**
  - Cancelling all non-essential items for the agenda and working tables
  - Everybody who has currently registered should be able to attend virtually, votes will still be the same!
  - Travel/Leadership award winners invited to AGM
  - Refunds:
    - Contact AC or West Jet to see if you can rebook the ticket for AGM2020
    - SGM 2020 Cancellation Cost Tracker (Board & NOs Only)
    - If it makes no sense for you to fly to AGM (i.e. drive instead), you can try to see if you are able to transfer credits to a different name.
- Updated agenda will be completed by Friday
  - President/Board update
  - Finance
  - Elections
  - Resolutions session may need to occur, however there will not be a resolutions marketplace
- Elections Plan: Adel will be assisting with developing the best option for virtually conducting elections.
  - Option 1: **President only** election completed virtually (absolutely necessary)
  - Option 2: **President, VP and Director** elections completed virtually
    - A: All elections on one day
    - B: Friday for President and Saturday for VP and Directors
  - Regardless there will be adequate time given for an individual to run for President, and if not successful to then run for VP/Director role

### **National Annual Survey update**

- ACTION ITEMS: please review draft Survey
  - Clear comments that are not yet addressed
  - Delete questions in the survey draft that are unnecessary

- PRT, ART, RRT will receive documentation for round
- Original plan was to promote the survey leading up to SGM
  - Timeline may change so that we are not overloading our membership with info/communication

### **Match Day, uCMG update, MOTP Surge**

- Good to see fewer # students unmatched (150) but there are still many students unmatched
  - Similar narrative to last year: optimistic but will continue to advocate
  - Resources: many students have not reached out to Peer Mentorship Network
    - Comms team/graphics/etc was great
    - Next step: need to make sure to get the info out to the Deans in a better way
- Usually we get more media requests, most will come after 2nd iteration
- MOTP Surge 2020: Three unfilled MOTP (Medical Officer Training Program)/MMTP (Military Medical Training Program) seats from the first iteration are still available.

### **Governance Comm Update and TOR/Document Review**

- Three areas:
  - 1. Preexisting ToRs that need approval
    - After approval by Governance, next Board meeting for Board approval
  - 2. Looking at new policies/docs to get feedback to bring back to the board
  - 3. Review Task Force and Working Groups
- Motion to have the External Rep Policy Approved
  - Moved, Seconded, Abstentions: None, Motion to Call the Question, Second, Motion Passed

### **Developing a Volunteer Strategy, Optimizing Human Resources**

- Difficult to get a team of staff members, so difficult to improve organizational capacity through more staff members
- Untapped volunteer potential for CFMS activities
- Process
  - 1. Assess current state of volunteer operations/processes
  - 2. How current process can be improved (done via consulting Roundtables)
  - 3. National Survey: ask what opportunities people are interested in
  - 4. Assessing what tasks we are doing day-to-day and what tasks can be done by volunteer students
- Is this a good idea? Any feedback, what should be considered

### **Tap Strategy & HR Consulting Agreement for Services review**

MOTION: “Be it resolved that the Board approves the spending of \$5,625, plus HST on this contract as our current budget only allows for \$2,500 for Consultants.”

- Context: External auditors and HR consultants in 2017 raised that there is a potential gap for the legal status of our staff
  - Are they staff employee vs contractor
  - There needs to be more investigation/transition into this through using Tap
- Practically this will not change anything
- Legally need to be in compliance with CRA

- Discussion about motion ensued.
- Motion: “Be it resolved that the Board approves the spending of \$5,625, plus HST on this contract as our current budget only allows for \$2,500 for Consultants.”
  - Moved, Seconded,
  - Speaking to Motion: Advocate to try and take additional time to cost save. Offer to help with the additional efforts but given the current state of our budget, potential for decreasing costs should be explored.
  - Motion to call the Question, Seconded, Calling Question: Called
  - In Favour: 2; Against: 9
  - Motion **does not pass**, the board would like further information regarding other options that would be financially more viable.

#### **CMA MOU**

- General Manager will be liaison between CFMS and CMA, will meet every few months to discuss common projects
  - Every student request/idea should come through CFMS
- Please send feedback/concerns ASAP, as we will be working under this
- This MOU is meant to be general, not prescriptive
- Will be brought to April meeting for official ratification

#### **Day of Action Overview**

- Lots of unexpected “in”, with influential policy makers
- Desire with senior officials to get ongoing with this, but govt is currently engaged with COVID pandemic
- Fermenting a followup plan for later once COVID has slowed down and there can be a more appropriate discussion

#### **Meeting Adjourned**