

South Island Facility Engagement Initiative Society

Annual General Meeting Minutes

November 22, 2022 – meeting began after MSA AGM completed

Attendance

MSA members per meeting attendance, MSA Executive (Dr. Catherine Jenkins, Dr. Fred Voon, Dr. Jennifer Balfour, Dr. Suresh Tulsiani, Dr. Alex Hoechsmann, Dr. Alicia Power); FEI Staff Erica Kjekstad, Rita Webb, Clara Rubincam and Julia Porter; VMS Staff Lillian Fitterer

1. Opening Remarks combined with MSA meeting – Dr. Catherine Jenkins
2. Approval of Agenda and 2021 AGM Minutes - Adopted by Dr. Al Hayashi and seconded by Dr. Karen Palmer
3. Report of the Directors:
 - a. President (Dr. Catherine Jenkins)
 - As per MSA minutes
 - b. Director at Large – Projects (Dr. Alicia Power)
 - Acknowledgement of Working Group and connections with Island Health (Kristine Votova and Dr. Christine Hall)
 - 252 Engagement and Quality Improvement Projects have been approved; project intakes three times a year (micro grants – \$10,000 plus \$1,000 administrative support)
 - High-quality, important pieces of work, mix of new and experienced project leads; several projects access multiple pots of funding
 - Annual Report includes stories of engagement projects completed over the past year; incredible grassroots work happening in the South Island
 - Notable Successes:
 1. Dr. Morgan Evans (Plastics Surgery) - Coordinating At-Risk Patients' Urgent Surgical Experience (CAUSE)
 2. Dr. Margaret Manville & Dr. Todd Yip - Piloting a Complex Wound Care Initiative in Long Term Care
 3. Dr. Heather Clark (Respirology), Andrea Tabaka (SLP), and Dr. Shana Johnston (FP/Maternity) – Knowledge to Action Panel Discussion: “There’s a Rock in my Shoe! Examples of Clinician-Led Knowledge to Action”

Question: Are there opportunities to connect residents/students/trainees to work with Quality Improvement?

Answer: Have had some success with partnering with medical FLEX students

- c. Treasurer’s Report (Dr. Suresh Tulsiani)
 - Maycock and Company are Society’s accountants since inception; have prepared Notice to Reader financial statements for the 2021-22, submitted necessary tax obligations on the Society’s behalf (copies of financial statements are available for interested members)

- **71%** of money spent went directly to physicians for their engagement with each other and the Health Authority
- **14%** - expenses for team of 5 part-time contractors
- **12%** - meeting and project expenses
- **3%** - towards overhead
- As AGM is more than 6 months after the close of the year end, first quarter of 2022-23 results were also shared as required by the Societies Act

Motion to accept the Treasurer’s Report – **Approved**

4. Appointment/Election of Directors - **Approved**
 - a. Co-Presidents - Dr. Catherine Jenkins and Dr. Fred Voon
 - b. Treasurer – Dr. Suresh Tulsiani
 - c. Director at Large (Projects) – Dr. Alicia Power
 - d. Director at Large – Dr. Alex Hoechsmann
 - e. Vacant – Secretary and Director at Large

5. Special Business - Allocation of SIFEI Funds to support MSA Director Compensation
 - a. Proposed Motion: Allocate \$40,000 to the South Island Medical Staff Association to enable the proposed compensation for Directors.
Accepted Dr. William Cunningham and Dr. Richard Reid seconded – Approved

6. Discussion Period/Other Business
 - a. Opportunities to get involved:
 - Leadership opportunities, with low-time commitment available; the Executive team meets monthly and focuses on issues of importance to the medical staff as a whole
 - Working Group gathers three times a year to discuss FE Funding and to review engagement projects
 - Physician Wellness and Social Committee focuses on the softer side of the medical staff; meetings are four times per year and lots of fun
 - IHealth Committee meets on an as-needed basis to help chart our path forwards in the E.H.R. realm
 - “Walk a Doc” is intended to be a one-on-one problem-solving conversation between a member of the Medical Staff and an Island Health representative; might not solve the problem in an hour, but will hopefully have an idea of who can help with your rock-in-shoe problem
 - Interdepartmental funding will support conversations between teams to improve care of shared patients, define best practices, revisit protocols, streamline workflows, or create efficiencies
 - If you have your own idea for an engagement project, consider putting in an application through our website
 - Reminder to Vote for PMA, vote for president elect

Meeting adjourned at 19:30

Followed by Keynote Address by Dr. Katharine Smart