

**South Island Facility Engagement Initiative Society**  
**Annual General Meeting Minutes**

November 21, 2023 – meeting began after MSA AGM completed

Attendance

MSA members per meeting attendance, MSA Executive: Dr. Catherine Jenkins, Dr. Suresh Tulsiani, Dr. Alex Hoechsmann, Dr. Fred Voon, Dr. Krystal Cullen, Dr. Richard Reid, and Dr. Alicia Power; MSA Administrators: 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 2022 AGM Minutes - Adopted by Dr. William Cunningham and seconded by Dr. Heather Clark
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
    - 290 Engagement and Quality Improvement Projects have been approved; 38 projects funded in 2023
    - Project intakes three times a year (micro grants – \$10,000 + \$1,000 admin support)
    - Annual Report includes stories of engagement projects completed over the past year; incredible grassroots work happening in the South Island
    - Notable Successes:
      - Dr. Val Stoyanova and Celia Culley – Climate Conscious Deprescribing Initiative
      - Dr. Shuen King and Dr. Dennis Kim – The Saanich Police Shooting: Completing the Story
      - Dr. Jennifer Balfour, Sydney McCowan and Shannon Ellis – Nov 4<sup>th</sup> Panel Discussion: “There’s a Rock in my Shoe! Examples of Clinician-Led Knowledge to Action”
    - Also acknowledge IHealth Committee and Wellness & Social Committee members - grateful for the work each group does on behalf of the MSA
  - 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 2022-23, submitted necessary tax obligations on the Society’s behalf (copies of financial statements are available for interested members)
    - **60%** of money spent went directly to physicians for their engagement with each other and the Health Authority
    - **20%** - expenses for team of 5 part-time contractors
    - **16%** - meeting and project expenses
    - **4%** - towards overhead (Accounting and legal, insurance, interest and bank charges, office and general)
    - As AGM is more than 6 months after the close of the year end, first quarter 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. Secretary – Dr. Krystal Cullen
  - d. Director at Large (Projects) – Dr. Alicia Power
  - e. Director at Large – Dr. Alex Hoechsmann
  - f. Director at Large – Dr. Richard Reid
  
5. Special Business – 2023 Bylaw Amendments – Special Resolution – **Approved**
  - a. Proposed Motion: That the bylaws of the South Island Facility Engagement Initiative Society be amended as [outlined in the explanation](#) and as [presented in the bylaw update](#) distributed on November 7, 2023
  - b. Four types of amendments:
    - Type 1 – Amendments to the Societies Act
      - The *Societies Act* now requires that directors have a fixed term in office. Unless specified in a society’s bylaws, directors will now cease to hold office at the end of the first annual general meeting after they are elected. However, a society may adopt bylaws that provide for a longer term in office if their health authority rules provide. The term updates to the South Island FEI Society’s bylaws mirror those set out in the [Island Health Medical Staff Rules](#), with a maximum of six consecutive terms of one year each.
      - Directors of a society make decisions and act collectively by passing resolutions. In the ordinary course, directors of a society will hold a meeting where a resolution is proposed, discussed, voted on and passed. Under the new amendments, directors are authorized to pass resolutions without a meeting if a copy of the resolution is sent to all directors and all directors consent in writing. This is referred to as a “consent resolution”. The *Societies Act* provides that a society’s bylaws may allow a consent resolution to pass with less than unanimous support of all directors. The proposed bylaws provide that such resolution require unanimity.
      - All directors are subject to a legal obligation to disclose the fact that they are in a conflict of interest and to absent themselves from meetings and not vote on any matter when they are in a conflict of interest. The *Societies Act* now provides that a director in a conflict of interest may remain in a meeting to provide clarification (but not vote) as long as at least one director (or a greater number if required by the bylaws) requests that they remain. The proposed bylaws reflect this change to the *Societies Act* at section 6.8.
    - Type 2 – Other Recommended Changes
      - Additional changes that have been proposed in the updated bylaws ensure there is appropriate clarification about matters such as the duties of members or directors, ensure that a fair process is followed before a member can be suspended or expelled, and automatically make all members of medical staff members of the society.
    - Type 3 – Other changes to bring the bylaws into alignment with the Doctors of BC bylaw template
      - Our bylaws are based on the template provided by Doctors of BC. They were last updated in 2020. Since that time, there have been some updates to the template provided.

- Type 4 – Numbering Changes
  - Resulting from the updates and additions listed above, there are many changes to the numbering of the bylaws

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

b. Upcoming in 2024:

- IHealth events – Ask a Nanaimo Expert, Quiz Night
- “Cultivating Compassion and Joy: Transformative Approaches in Healthcare” Half-Day Workshop
- South Island MSA Wellbeing Survey
- Compassionate Leadership Workshop with Team Atleo
- Doctors of BC Health Authority Engagement Survey Results Discussion
- Lunch in the Lounge
- Mindful Mondays
- Welcome and Thank You Evening
- South Island Physicians' Walking Group
- 6th Annual South Island Physicians' Family BBQ

Meeting adjourned at 19:30

Followed by Keynote Address by Dr. Heather Patterson  
 (Copies of her book, *Shadows and Light*, are available in the Doctors Lounges at RJH and VGH)