

**Board Meeting Minutes**  
 Thursday, April 13, 2023  
 5:30 pm – 8:30 pm  
 VDFP Office – 302, 45 Bastion Square

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**Attendees:**

Board members: Ami Brosseau, Alexandra Dozzi (via Zoom), Melissa Duff (chair), Kristen Iverson (via Zoom), Peter Lockie, Anna Mason, Carien Smit

Regrets: Sarah Chritchley, Dave Harrison

Staff: Catriona Park (via Zoom), Nicole Dehoop

Mission
Happy Doctors, Healthy Communities
Vision
Family medicine in Victoria is fulfilling, sustainable, and attractive to all family medicine-trained physicians in their various roles.
Approach
<ul style="list-style-type: none"> <li>• Affirming the value of all physicians trained in family medicine amplifying their voice and experience.</li> <li>• Committing to being respectful, equitable, and inclusive.</li> <li>• Ensuring our work is member-driven in response to local concerns.</li> <li>• Engaging with stakeholders to effect needed change at a community <i>and</i> systems level.</li> <li>• Executing innovative solutions grounded in practice – <i>and</i> research-based evidence.</li> </ul>

**Open meeting**

- Dr. Melissa Duff opened the meeting at 6:00 pm with a Welcome, Land acknowledgement and check-in.
- VDFP Mission, Vision, and Approach was read.
- There was no Director conflict of interest were declared for this meeting.
- There were no additions to the agenda.

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**Consent agenda**

- April 13 Agenda
- ED’s Report
- VDFP Project Report
- Board Meeting Evaluation Results – March 9, 2023
- List of New Members
- JEC Minutes – February 17, 2023
- SI PBH Minutes – February 23, 2023
- SIDFP Project Report

**Decision: Approval of the Consent agenda.**

**By consensus, approved.**

## Review of minutes

- The March 9, 2023, meeting minutes were reviewed and there were no edits.

**Decision: Approval of March 9, 2023, Board meeting minutes.**

**By consensus, approved.**

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## Review of action items

- Action items were reviewed.
  1. #1, 5, 7, 14, – in progress
  2. #2-4, 6, 8, 10, 13 - complete
  3. #9, 11, 12 – ongoing
- Discussion/feedback:
  - Query: Purpose/structure of JEC and meeting portion with Island Health as there seems to be duplication at other tables? A historical committee and Island Health asked to attend the JEC a few years ago and many of the same people are at the respective CSCs.
  - #15 regarding interactive onboarding options and after creating the board video message that there was a lot of effort and time involved. We will look at other ways to onboard e.g. informal gathering with board members. – removed as an action.

**Action #1: Add to the next board agenda for further discussion with JEC MOU.**

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## Member feedback

- What are we hearing from our members?
    - The LFP model is attracting people but that is affecting other areas e.g., hospitalists or other areas on the island.
    - There is dissatisfaction with the IMG process. This will be coming to the regional Interdivisional Strategic Committee meeting in May.
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## VDFP vision and approach

- The board reviewed the proposed changes brought forward from the Communications Committee for vision and approach to be more inclusive of all family physicians:

***Mission***

*Happy Doctors, Healthy Communities.*

***Vision***

*Family medicine in Victoria is fulfilling, sustainable, and attractive to **all family medicine-trained physicians in their various roles.***

***Approach***

- *Affirming the value of **all physicians trained in family medicine** by amplifying their voice and experience.*
- *Committing to being respectful, equitable, and inclusive.*

- *Ensuring our work is member-driven in response to local concerns.*
  - *Engaging with stakeholders to effect needed change at a community and systems level*
- All agreed on the changes from the Communications Committee.

### **Decision: Approval of recommended changes from Communications Committee**

#### **By consensus, approved.**

Additional discussion:

- Query regarding any feedback on the video message from the board
  1. We have received some feedback, all positive.
- Queries regarding the video from the board:
  1. How many have watched and/or clicked through to the video?
  2. How many were sent the message?
  3. Can it go on the Pathways Victoria page?

#### **Action #2: Find out stats from board video message.**

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### **2023/24 Budget Review**

- Peter reviewed the Assumptions and Inclusions and a summary of the 2023-24 VDFP Global budget. The FAAC has approved and recommends board approval of the budget.
- Highlights:
  - balanced budget
  - costs based on past practices.
  - largest risk is Urban Locum Program (ULP)
  - Financially VDFP is a much larger organization than previous years with the addition of the ULP.
- Urban locum program update: We have verbal confirmation the rate has increased and FPSC is considering raising the overhead rate paid to the clinics. We are hoping to receive written confirmation as we are in the process of re-drafting contracts. This will be retroactive to April 1. The new rate will incentivize getting locums into the program and keep those already working in the program.
- Queries:
  - Does LTCI bonus payment included in LTCI budget? Yes
  - Should Physicians & Board be separated out? The recommendation is not to have these as separate items.
  - Clarification around fundholder? VDFP holds the funds and expenses them out. E.g., Shared Care projects and currently have four to five that will finish this fiscal. We don't want to take on more than that as still an administrative burden for VDFP.
  - What is PCN Perinatal as not in PCN service plan? This is a specific ask from MOH and FPSC that PCNs do an environmental scan of perinatal services in the

community. Funding was provided to cover physician expenses and that work is underway. There are concerns that PCNs may be asked to solve this problem but were never accounted for in our service plan. Funds will be carried over as work is not complete yet. Once the scan is complete the results will come through the PCN Governance changes.

- Will the PCN Governance changes affect the budget? No, co-chairs of the transition working group have advised FPSC what is needed for the transition and have advised that PCNs will need more funding.

**Decision: Approval of the VDFP Global Budget 2023-2024.**

**By consensus, approved.**

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**In-camera 7:00 pm -7:05pm**

Executive Director and Operations Coordinator left the room.

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**Break 7:05 pm- 7:15 pm**

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**Bylaw Review Update**

- The vote started on April 11. We have met quorum and will wait for the closing results on April 25.
- There was a concern received from a member about the balance of the board and adding non-physicians to the board for when decisions are made.
- Theoretically a risk to what the member has raised but the board has considered this through the bylaws review.

**Action #3:** Board member to reach out to acknowledge their concerns.

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**PCN space planning update**

- A briefing note submitted to the board from the Victoria PCN to determine the best leaseholder option.
- The issue is PCN is not a legal entity and is not able to be a leaseholder.
- Options:
  1. Island Health as leaseholder
  2. VDFP as leaseholder
  3. a. Another organization/non-profit as leaseholder  
b. create a Victoria specific society
- Option 1 would keep PCN tied to Island Health for many years and not allow PCN to be nimble. Island Health procurement process is not designed to support the delivery of primary care.
- Option 2 is a huge commitment and risk to VDFP. Also, unsure if divisions are allowed to do this.

- Option 3 a. Westshore Primary Care Society (WPCS) has the Victoria geography in their bylaws and has expressed interest in assisting. We would need a Victoria representative on their Board.
- Option 3 b. Creating a society specific to Victoria. This would take a couple of years and \$15,000 to get started.
- The recommendation is to decide between 2 and 3a.
- Query: Have they talked to Cool Aid? They have talked to them but not about working together.
- There are other non-profits, but they don't have primary care in their goals.
- There is a lot of interest in the community and space coming available at reduced rates.
- Suggestion to look at options 2 and 3b as 3a would mix up the governance.
- Space is needed for allied health professionals. Query: can it be a shared space for meetings or for staff to work there? For now, all will be Island Health employees, but this doesn't need to be a clinic space.
- VDFP could consider moving into one of the hubs.
- All agreed we should explore 2 and 3b and if doing 2 explore whether the division would fit in the space. VDFP can hold the lease and can always transfer to the new entity later.

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### After Hours Call Pilot update

- The divisions involved have raised concerns about the project.
- FPs and divisions from the pilot communities are now coming off the steering committee. They want FPs and divisions to be an advisory role.
- There was discussion about writing a letter to FPSC about our concerns. All agreed if any letter written it should come from all the pilot communities. The board would need to review that joint letter for consideration.

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### Board Socials

- May 9 will be the last Coffee talk for now due to low turnout.
  - Beer Banters will continue but we will not have one on May 26 as that is the VDFP and SIDFP BC Family Doctor Day celebration.
  - We will decide at the next meeting if we want to have a Beer Banter in June and through the summer.
  - A suggestion to add photos of the board members attending to the invites.
  - The member survey indicated they want more social events so we will brainstorm more ideas that will generate more interest.
  - Coffee talk – May 9 – Caffe Fantastico – Kristen Iverson and Anna Mason to host.
- Action #4: Determine if Beer Banter will be held in June and through summer.**
- Action #5: Add board member photos to invites.**
- Action #6: Determine what other social activities can be offered to members.**

**Communication with Members**

- We have finalized the new mission, vision, and approach.
  - We approved a balanced 2023-2024 budget.
  - We are in the last year of the strategic plan.
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**Review of action items and evaluate today's meeting.**

- Action items reviewed.
- All completed board evaluation survey.

**Meeting adjourned 8:30 pm**  
**Next Board meeting: May 11, 2023**  
**5:30-8:30 pm – VDFP Office**