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## Annual General Meeting Minutes (draft)

November 2, 2023, 5:15 pm - 8:30 pm

Delta Ocean Pointe Resort

### Attendees:

Board members: Ami Brosseau, Sarah Chritchley, Ali Dozzi, Brett Dueck, Melissa Duff, Kristen Iverson, Peter Lockie, Anna Mason, Carien Smit (regrets Dave Harrison)

Victoria Division Physicians General/voting members: 42

Victoria Division Physicians Associate/non-voting members: 5

Guests: 12 including Elder THE-LA-ME-YÉ Shirley Alphonse, Island Health, KPMG, MOAs, partners, and spouses

VDFP Staff and Contractors: 25

Total Attendance: 84

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### Knowledge Lounge – 5:15 pm – 6:00 pm

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#### Welcome & Blessing – Elder THE-LA-ME-YÉ Shirley Alphonse

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#### Welcome & Territorial Acknowledgement – Dr Melissa Duff

- Thank you to Elder Shirley with card and gift presentation.

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### Dinner 6:30-7:00 pm

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#### Call to Order

- Dr. Melissa Duff called business portion of the meeting to order at 7:00 pm.
- Confirmation that the official quorum of at least 20 voting members in attendance for the business portion to begin.
- A motion was made for appointment of AGM chair and recording secretary.

**Motion: It was moved by Dr Sarah Chritchley and seconded by Dr William Cunningham that Dr. Melissa Duff to be appointed as chair and Dr. Anna Mason be appointed as recording secretary for AGM.**

All in favor, motion carried.

#### Approval of the VDFP 2023 Agenda

- There were no additions to the agenda.

**Motion: It was moved by Dr Jennifer Lush and seconded by Dr Steve Goodchild for approval of the 2023 Annual General Meeting agenda.**

All in favor, motion carried.

### **Approval of VDFP 2022 Annual General Meeting minutes**

- There were no questions or amendments to the November 07, 2022, VDFP AGM minutes.

**Motion: It was moved by Dr William Cunningham and seconded by Dr Eugene Leduc that the November 7, 2022, Annual General Meeting minutes were accepted.**

**All in favor, motion carried.**

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### **Directors' report**

- Dr. Melissa Duff acknowledged there is hope, renewal, and optimism in family medicine.
  - Three successes of the past year:
    - Expansion of the Urban Locum Pilot program has allowed better work life balance for longitudinal family physicians
    - Greater Victoria Peer Support Program is helping shift the culture in medicine. "Please reach out if you need support."
    - Victoria PCN physicians have reduced administrative burdens due to team-based co-horts.
  - Please read more highlights in the [VDFP impact report](#).
  - Thank you to all physicians, VDFP board and staff for VDFP's success.
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### **Treasurer's Report and Appointment of the Auditor**

- Peter Lockie presented the treasurer's report for year April 1, 2022 to March 31, 2023.
- Many thanks to staff and the Finance and Audit Committee for their support throughout the year.
- VDFP Financial Statements are audited each year by KPMG.
- The complete financial statements were emailed to members via the AGM meeting package and are available on the VDFP website.
- Overall financial health of the division is very good and there are no concerns.
- Daniel Healey from KPMG was in attendance.
- A motion was made to receive the financial statements.
- A second motion was made to appoint KPMG as the external auditor for the fiscal year April 1, 2023, to March 31, 2024.

**Motion 1: It was moved by Dr Steve Goodchild and seconded by Dr Kristen Iverson that the financial statements for the year ended March 31, 2023, were received.**

**All in favor, motion carried.**

### **Appointment of Auditor**

**Motion 2: It was moved by Dr Kristen Iverson and seconded by Dr Sarah Chritchley that KPMG is appointed as external auditor for the fiscal year April 1, 2023 to March 31, 2024.**

**All in favor, motion carried.**

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### **Welcome to the VDFP 2023-2024 Board of Directors**

- Dr Duff thanked all candidates who put their name forward for the Board of Directors.

**2023-2024 VDFP Board of Directors**

**Continuing:**

- Dr. Kristen Iverson

**Elected:**

- Dr. Ami Brosseau - incumbent
- Dr. Sarah Chritchley - incumbent
- Dr. Melissa Duff - incumbent
- Dr. Margaret Manville
- Dr. Anna Mason - incumbent

**Appointed:**

- Dr. Ali Dozzi – New to Practice Family Physician
- Dr. Brett Dueck – Year one, Resident
- Dr. Steve Goodchild – Policy development experience
- Mr. Peter Lockie – Financial experience
- Dr. Carien Smit – Year two, Resident

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**Acknowledgement to departing board members**

- Dr Melissa Duff acknowledged the departing board member Dr David Harrison for his contribution to the board and FAAC. A thank you card and gift will be mailed as Dr Harrison was not in attendance.
- Prize draw #2 - Royal Theatre gift certificate – Dr Steve Goodchild

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**Questions from members:**

- Query regarding PCN governance changes. Dr Duff advised there are still some unknowns. The new governance model is expected to better reflect how the PCN operates. Physician/division voice will be strengthened at the PCN Steering Committee. Also, additional voices from primary care will be added e.g. midwives, NPs, episodic care.
- Thank you expressed to Dr Duff for her leadership at the VDFP and PCN tables.
- Allied health are game changers to primary care.
- “VDFP Beer Banters are so much fun!”

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**Adjournment**

- Prize draw #3 – Havn Spa – Dr Chris Stamp-Vincent
- There were no further questions and a motion was called to adjourn the business portion of the meeting.

**Motion: It was moved by Dr William Cunningham and seconded by Dr Aaron Childs to adjourn the business portion of the AGM.**

**All in favor, motion carried.**

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**Business portion of AGM adjourned at 7:30 pm**

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**Break 7:30-7:45 pm**

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**Welcome & Introduction to Engagement Unlimited – 7:45-8:35 pm**

- Hosts Brian Anderson and Chelsea Stuyt engaged members, guests, and staff with an exciting and interactive session of table trivia.