



# 2018-19 ANNUAL REPORT



**Cowichan Valley**  
**Division of Family Practice**  
A GPSC initiative

# NOTICE OF MEETING

## Cowichan Valley Division of Family Practice Annual General Meeting

**Tuesday, September 24, 2019**

*Arbutus Ridge Golf Club  
3515 Telegraph Road, Cobble Hill*

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### PROPOSED AGENDA

- Buffet Dinner
- Presentations - TBA
- Year-End Audit Report
- Initiative Reports & Updates
- Primary Care Network Update



Photo Source: Dr. Paul Terlien

# YOUR DIVISION TEAM 2018-19

## BOARD

Bryan Bass, Co-Chair  
Jim Broere, Co-Chair  
John Lewis-Schneider, Treasurer  
Pat Gallagher  
Len Roy



## ADVISORY

Graham Blackburn, CDH Redevelopment  
Jeinien Burder, IMG Support  
Ryan Gallagher, Pathways  
Roy Gilbert, Retention & Recruitment  
Paul Harris, Mental Health & Substance Use  
Maki Ikemura, Member at Large  
Morgan Lindsay, Indigenous Health Liaison  
Stacey McDonald, Residential Care  
Tom Rimmer, Inpatient Care / FPSHP  
Glenn Robinson, CDMS Liaison  
J-M Wilson, IT



## STAFF

Jennifer Berg, Director of Finance  
Tiffany Littmann, Director of Operations  
Carla Bortoletto, Director of Strategic Priorities  
Kate Wratten, Recruitment/Admin Support  
Lynn Grills, Financial Assistant  
Paul Dunford, Admin Support



# CO-CHAIR'S REPORT

*Dr. Jim Broere & Dr. Bryan Bass*



Photo Source: Sotheby's International

Dear Colleagues:

As co-chairs, first of all we would like to thank all of our members and staff that have allowed us to have another dynamic and successful year. We are truly grateful for all of your hard work.

To recap, we started the year off with our new pared down five-person board structure in compliance with the Societies Act with broader representation in our Advisory Committee and hopefully this continues to give us an effective management structure but still represent our membership. We thank the board and advisory members for all of their hard work and input. We continue to be satisfied with our staff structure that was set up last year. We have found that the weekly meeting with co-chairs and staff has been a very effective mechanism for sharing ideas and running the organization. We are fortunate to have such a competent and compatible team. We did hire a new recruitment coordinator, Kristi Small, last October but she unfortunately moved on to another opportunity last spring. We had some minor restructuring within our organization to cover that position, at least temporarily, and we hope to formalize an approach this fall. We did lose our Accounting Assistant last summer, and hired Lynn Grills in March 2019 to fill this gap. Lynn has been a great addition to our organization. I should also note this year brought completion of our office renovations, equally funded by the CDMS and the Cowichan Valley Division of Family Practice. We once again encourage members to use this space for meetings for any Cowichan Valley Division of Family Practice business.

As you are likely aware, a lot of our resources this year were focused on the Primary Care Network Initiative, with an Expression of Interest submitted last September and accepted in November. A close collaboration between Island Health (Sue Kurucz) and CVDFP (Carla Bortoletto) saw a tremendous amount of work, including physician and community engagement, review of current state, short and long range visioning, and strategic analysis, go into the development of a comprehensive PCN Services Plan, submitted mid-July. We await acceptance of this Services Plan so that we can take the next concrete steps.

We would like to thank our PCN Project Manager, Garth Mihalcheon, who led our PCN Planning Committee.

We continue to focus on recruitment and retention as one of our primary initiatives. Over the last year we have refined the orientation manual which includes some of the photo contest submissions. We had our inaugural Resident's Bike Tour last September with our social at Vinoteca and are planning on a similar event this year. We work closely with the CDMS on our long-term strategic recruitment plan and we had a Physician Wellness Seminar last May which was well attended. We continue to support the Inpatient Care Mentorship Program.

We remain involved in the new hospital plan, having met with Island Health on several occasions and we appreciate the work done by our Hospital Planning Committee led by Graham Blackburn, and of course our other members, Pat Gallagher and Tom Rimmer, who are also playing lead roles in this process.

We continue to support the Residential Care Initiative and Stacey MacDonald took on the role last fall as residential care lead for the Division, helping to coordinate the care in our various long term care facilities.

We continue to support the Pathways Program with our lead, Ryan Gallagher, and expect this program to continue to evolve.

We continue to support inpatient care at the Cowichan District Hospital via support of the maternity clinic as well as our inpatient care initiatives, including the Mentorship Program, the new Doctor of the Day incentive which has been very roundly appreciated, and we do need to acknowledge the work that Dr. Tom Rimmer continues to do to keep that together.



The Division continues to support the education of family physicians in our area. We have very successful uptake in the Cultural Safety Program with approximately 50 people taking it since CVDFP began sponsoring participation. We supported the Annual Oncology Day on October 27<sup>th</sup>, as well as educational events at our meetings.

As Division leads, we continue to develop our relations with both government, General Practice Services Committee, Island Health, Joint Services Committee, other divisions, Indigenous Partners, and especially the CDMS with close coordination with Recruitment and Retention and the setting up of the new Joint Committee around continuing medical education.

The Division continues to advocate for our membership. We wrote strong letters of support for maintaining urology services here and recruitment of a second urologist. We strongly advocated to both our College and our local specialists for a more effective mechanism for arranging patient's appointments. We have supported the initiative to have a more robust Family Practice Residency Program in the Cowichan Valley.

We have had numerous new family physicians move to the Cowichan Valley since last year's AGM, and we would like to welcome them as follows:

- Dr. Salem Alghbli
- Dr. Katherine Bell
- Dr. Zaan Davies
- Dr. Adnan Iftikhar
- Dr. Rondy Klepsch
- Dr. Gerrit Prinsloo
- Dr. Kishen Sihota
- Dr. Lal Singh
- Dr. Kirsten Yip
- Dr. Mohammed Zafarullah



Photo Source: Dr. Mark Sanders

Our CVDFP scholarship recipient this year was Raya Rowan, of Cowichan Secondary School, receiving \$1,000. \$500 bursaries were awarded in each of the high schools, as follows:

*Cowichan Secondary - Ashley Oud*

*Frances Kelsey - Hanna Elford*

*Lake Cowichan - Brooklynn Brown*

*Chemainus Secondary - Morgan Bottomley*

*Ladysmith Secondary - Maggie Erin Boese-Ezard*

# TREASURER'S REPORT

*John Lewis-Schneider*



Photo Source: British Columbia Magazine

On behalf of the Board, I am pleased to present The Cowichan Valley Division of Family Practice Society's audited financial statements for the fiscal year ending March 31, 2019.

MNP LLP Chartered Professional Accountants have examined the financial statements, comprised of the statement of financial position, statement of operations, changes in fund balances and cash flows. In their opinion, the financial statements present fairly, in all material respects, the financial position of Cowichan Valley Division of Family Practice Society as at March 31, 2019, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

## **Statement of Financial Position as at March 31, 2019**

- Total cash assets held were \$905,703.
- Accounts Receivable at March 31, 2019 includes \$15,000 due from RCME for the mentorship program, \$16,000 due from the Cowichan District Medical Society for shared costs and \$1400 from the Cowichan Maternity Clinic for Success by Six expenses.
- Infrastructure ended the fiscal year with \$75,733 in deferred GPSC contributions that have been requested as carry-over to March 31, 2020.
- The majority of deferred revenue in Attachment included \$148,595 for PCN Change Management, \$155,125 for Patient Medical Home network, \$101,205 for Patient Medical Home Planning.

## **Statement of Operations to March 31, 2019**

- The Society recognized revenue against costs of \$1,355,851 compared to \$907,372 in 2018. The increase was due to the increase in programs related to Inpatient Care and the associated incentives, and an increase funding related to the Patient Care Network.
- The 2019 fiscal year ended with an excess of revenues over expense of \$3,432 the excess represents interest earned on held funds. The total fund balance as of March 31, 2018 was \$25,851.

I would like to thank the board, and general membership for the opportunity to serve as the Division Treasurer. I would also like to thank the Division staff for their continued hard work, support and commitment to the financial management of the Division's resources.