



Calgary West Central P.G. CO.
carrying on business as
the Calgary West Central Primary Care Network
2018 ANNUAL GENERAL MEETING MINUTES

October 1, 2018, at 6:30 p.m.
54th Floor, The Bow, Calgary, Alberta

REGISTERED ATTENDEES

CWC PCN MEMBERS IN PERSON

- Shaza Abdalla
- Ahmed Abuhelala
- Francis Adeagbo
- Rossan Arcega
- Emily Ardell
- Sameena Bajwa
- Jane Ballantine
- Stefani Barg
- Scott Beach
- Prabhjot Bedi
- Lee Bogle
- Maria Magdalena Botha
- Ellen Boyd
- Luisa Caro
- Nicola Chappell
- Mihaela Chaudhary
- Adina Constantinescu
- Bitabella Cyrus
- Martin Davies
- Maria de Bruyn
- Allison Denesuk
- Mina Derakhshan
- Jagdeep Doulla
- Karen Easton
- Feyisayo Elesin
- Elizabeth Erasmus
- Mary Gail Ewasechko
- Christine Fletcher
- Scott Forsyth
- Liesel Gillies
- Chris Gorrie
- Maya Grover
- Kamal Gunawardane
- Jayne Hague
- Rachel Han
- Michelle Hart
- Ginette Heeps
- Matt Henschke
- Hoorsheed Heydari
- Christin Hilbert
- Ernst Hoppenbrouwers
- Joan Horton
- Karen Howarth
- Peter Idahosa
- Petrus Jansen van Rensburg
- Dena Keashly
- Katrina Kelly
- Stephanie Kerwin
- Aman Khan
- Neeraj Khanna
- Michael Kroetsch
- Lina Kung
- Kieth Laatsch
- Todd Leaman
- Charles Leduc
- Aimee Lee
- Giselle Leon
- Christopher Lever
- Jane Loehr
- David Loewen
- Neera Logsetty
- Nadine Lundgren
- Christy MacAulay
- Laura MacAulay
- Ross MacDonald
- Glenda MacLean
- Jennifer MacPherson
- Yasmin Majeed
- Jacqueline McDougall
- Margot McLean
- Saqib Mirza
- Joanna Mish
- Elizabeth Monaghan
- Melanie Morgan
- Michele Moss
- Lynne Murfin
- Phndren Naidu
- Dilip Nandi
- Peter Neary
- Antony Ng
- Van Nguyen
- Rowland Nichol
- Lara Nixon
- Mary Noiles
- Olagoke Owojori
- Karen Packer
- Roseanne Penner
- Laurie Pereles
- Vanda Phillips
- David Pow
- Debra Putnam
- Anila Ramaliu
- Sonya Regehr

- Elizabeth Retzer
- Mei Fun Seto
- Nasreen Sheik
- Faye Sirianni
- Mudi Smit
- Jasminder Soin
- Kelsey Stearns
- Lisa Stevenson
- Shelley Stokes
- Rina Strauss
- Manisha Subedi
- Mary Szabo
- Thomas Szabo
- Raymond Tam
- Thomas Tam
- Ali Tausif
- Ardythe Taylor
- Peter Thornton
- Paul Tkalych
- Kerri Treherne
- Janet Tse
- Astrid Tupper
- Brendan Vaughan
- Frances Vettergreen
- Renee Walker
- Richelle Walsh
- Stajen Warness
- Hannah Welsh
- Cheryl Whitehead
- Waldi Wilken
- Andy Wong
- Judy Wong
- Betsy Woolner
- William Wu
- Saad Yasin
- Kamran Zamanpour
- Corinne Zamonsky
- Romuald Zapasnik

CWC PCN MEMBERS BY PROXY

- Luis Acevedo
- Ben Addleman
- Anton Bergh
- Randall Berlin
- Julia Carter
- Leslie Chan
- Caroline Chee
- Kwanling Chin
- Monica Chu
- Robert Cole
- Lindsay Crickard
- Alin Cristurean
- Pierre Crouse
- Salomy David
- Anh Dinh
- Meghan Dirksen
- Elizabeth Downie
- Nabil Elkabir
- Christine Elzinga
- Kristin Evashuk
- Oladeji Falodun
- Mathew Ferrao
- Lisa Friedland
- Mary Gawlinski
- John Haggblad
- Mohamad Hamouda
- Catherine Heimbach
- Kathryn Hluchy
- Brian Huang
- Mahjabeen Hussain
- Raj Kaler
- Suresh Kanani
- Christine Kang
- Fauzia Kareemi
- Jennifer Kavalinas
- Charlene Kennedy
- Maria Krzywicka
- Marek Lichon
- Angela MacArthur
- Corinne McDonald
- Catherine McKenna
- Karishma Mehta
- Ronald Melenchuk
- Jayashri Nandi
- Ali Nasser
- Makela Nkemdirim
- Ighodalo Omondiagbe
- Nkechi Ozoka
- Ashalatha Paul
- Sandra Peacock
- Michael Penkman
- Venita Ramanna
- Jean Rawling
- Muhammad Raza
- Janet Rogers
- Jaclyn Safran
- Wesam Salem
- Christopher Sarin
- Romuald Shyleyko
- Kristy Sloper
- Muriel Solomon
- Jodi Steininger
- Deborah Sung
- Susan Sutton
- Brienne Tappay
- Joel Tappay
- Doug Thorson
- Shirley Traynor
- Trevor Trinh
- Theresa Truong
- Krista van Essen
- Michelle Van Raay
- Lori Walker
- Natalie Ward
- Emery Weber
- Brianne Whittaker
- Diana Wilkinson
- Kiely Williams
- Annie Yau
- Mehrnaz Yousefi
- Owen Yuen

AHS JOINT VENTURE GOVERNANCE COMMITTEE MEMBERS

- Mrs. Debbie Goulard
- Dr. Mike Spady
- Dr. Brian Cornelson

CWC PCN EMPLOYEES AND GUESTS

- Christopher Cameron, *Executive Director*
- Lisa Bergerman, *Director, Member Services & Engagement*
- Kathleen Douglas-England, *Director, Patient Information Team*
- Derek Muzyka, *Director, Corporate Services*
- Roma Thomson, *Director, Community Services, Transitions and Integration*
- Jon Macpherson, *Manager of Governance & Policy*
- Breanna Case, *Governance & Policy Analyst*
- Courtney Jezersek, *Physician Liaison*
- Andrew McCorkill, *Physician Liaison*
- Sabina Chawla, *Physician Liaison*
- Catharine Newton-Wowryk, *Project Manager*
- Tracey Ross-Kretschmer, *Project & Event Coordinator*
- Brett Tiesmaki, *Manager of Communications*
- Angela Torres, *Communications Advisor – Visual & Digital*
- Dan James, *Communications Advisor*
- Meagan Thomas, *Communications Assistant*
- Tom Gallagher, *External Moderator (Guest)*

1. REGISTRATION AND WELCOME

Tom Gallagher of The Mylinott Group, serving as guest moderator for the annual general meeting, welcomed everyone to the 2018 AGM and outlined the ground rules for the evening to ensure that everyone's time and ability to participate were equally respected.

2. CALL TO ORDER

Board Chair Scott Forsyth called the meeting to order at 6:45 p.m. and welcomed everyone to the 2018 AGM.

3. INTRODUCTIONS AND ROLE CONFIRMATIONS

The Board Chair requested that any members of the media or the public in attendance declare themselves as the meeting was closed to the membership and select CWC PCN staff.

The Board Chair then introduced the current members of the CWC P.G. CO. Board of Directors:

- Scott Beach, *Vice Chair*
- Brendan Vaughan, *Past-Chair*
- William Wu, *Treasurer*
- Maya Grover
- Charles Leduc
- Anila Ramaliu
- Bitabella Cyrus
- Richa Tandon
- Barb Unich, *External Director*
- Wendy Coombs, *External Director*

Members of the CWC P.G. CO. Joint Venture Governance Committee from Alberta Health Services were introduced:

- Mrs. Debbie Goulard
- Dr. Mike Spady
- Dr. Brian Cornelson

Christopher Cameron, Executive Director, was introduced, followed by the PCN's Manager of Governance & Policy, Jon Macpherson, who was appointed as Recording Clerk and Robert's Rules Officiant for this AGM. Finally, Derek Muzyka, Director of Corporate Services, was introduced and appointed as Scrutineer for this AGM.

4. NOTICE OF MEETING

The Board Chair reminded members that the Notice of Meeting was sent out on August 22, 2018. He informed the membership that the declaration regarding the mailing of the notice of meeting was available for their inspection and directed the Recording Clerk to annex the declaration to the minutes of this meeting. See Appendix A: Declaration of Notice of Meeting.

5. NOTICE OF PREPARATION FOR NOMINATIONS

The Board Chair asked that anyone considering nominating themselves or another person from the floor for positions on the Board of Directors prepare themselves for the call for nominations.

6. SCRUTINEER'S REPORT

Derek Muzyka presented the Scrutineer's Attendance Report:

- Members present in person: 131
- Proxies received: 81
- Total members present: 212 representing 42 percent of the membership

The Board Chair thanked the Scrutineer and instructed the Recording Clerk to annex the report to the minutes. See appendix titled Scrutineer's Attendance Report.

7. CONSTITUTION OF MEETING

Under the Articles of Association of the network, the quorum for a general meeting is 25 percent of the members of the network, present in person or by proxy. The Board Chair declared that quorum was reached and that the meeting was properly called and regularly constituted for the transaction of business.

8. BOARD NOMINATIONS

The Board Past-Chair spoke to the membership regarding Board nominations. Currently, there are 11 members on the CWC P.G. CO. Board of Directors, with nine physician members and two appointed volunteer External Directors.

This year, pursuant to the Articles of Association, three physician Board members will vacate their seats. As a result, three members will be elected to fill three-year terms. In addition, two Board members are moving their practices outside of the CWC PCN, meaning that one member will be elected to serve for a two-year term and another member will be elected to serve for a one-year term.

The following physician members have been nominated for the Board:

Three-year term

- Jennifer MacPherson
- Sameena Bajwa
- Thomas Szabo
- Kerri Treherne
- Nicola Chappell

Two-year term

- Aman Khan
- Matt Henschke
- Theresa Truong

One-year term

- Saad Yasin
- Jagdeep Doulla

The Board Past-Chair proceeded to open nominations from the floor for members who wished to nominate themselves, or one of their member colleagues, to stand for election to the Board of Directors. There were no nominations from the floor, and therefore, the Board Past-Chair declared the nomination period for the Board of Directors closed.

9. CANDIDATE STATEMENTS

In place of candidate speeches, a statement from each nominee was posted on the Examiner. Statements have been made available this evening from those nominees who submitted their nomination forms prior to the AGM.

The Board Past-Chair thanked all the nominees for stepping forward to represent their colleagues and welcomed Maya Grover to the podium to conduct the election.

10. BOARD ELECTION

Maya Grover instructed the membership that the names of the 10 candidates who were nominated in advance were already on the ballot and grouped by term.

Members were then asked to cast their vote by indicating their selections with an X beside the names of the candidates of their choice, with three selections to be made for a three-year term and one each for the one-year and two-year terms.

Ballot boxes were circulated throughout the room to collect the ballots under the supervision of the Scrutineer.

11. PRESENTATION OF FINANCIAL STATEMENTS AND AUDITOR'S REPORT FOR THE YEAR ENDING MARCH 31, 2018

While the ballots were being counted, Board Treasurer William Wu presented the summary of the Financial Statements and Auditor's Report for the 2017-18 fiscal year ending March 31, 2018.

The statements and report have been reviewed and approved by the Board of Directors and Joint Venture Governance Committee. A summary of the annual financial statements was also included in the members' notice of meeting package distributed this summer.

The Board Treasurer then presented a comparison of expenses between the current and previous fiscal year. The presentation can be found in the master presentation that has been annexed as appendix to the minutes of this meeting titled 2018 CWC PCN AGM Master Presentations.

A question was raised by a member requesting to see financial figures that corresponded to the cost of patient care teams in addition to the graphic illustrations. The membership was informed that information can be provided upon request after the AGM.

A member raised a question requesting an explanation regarding the role of Measurement & Evaluation. It was explained that this team assists physician members in improving patient care by working in their clinics to provide increased efficiency with regard to paneling, conducting analytics and other services.

As there were no further questions, the Treasurer asked for a motion to accept the audited financials.

12. RESOLUTION TO ACCEPT FINANCIAL STATEMENTS AND AUDITOR'S REPORT FOR FISCAL YEAR 2017-18 AS PRESENTED

The Board Treasurer asked for a motion to approve the Financial Statements of the Network.

MOTION

Scott Beach moved that the fiscal year 2017-18 Financial Statements and Auditor's Report for the network be accepted by the members as presented; seconded by Betsy Woolner with no further discussion. By formal resolution the motion was unanimously approved. ***Motion carried***

13. RESOLUTION TO APPOINT THE AUDITOR FOR FISCAL YEAR 2018-19

The Board Treasurer called for a motion to appoint the auditor of the network for the fiscal year ending March 31, 2018.

Prior to voting on the motion, a member raised a suggestion of looking at options to appoint a new auditor for the sake of renewal, competition and turn over. The member was notified that the Calgary Zone is looking at a more collaborative approach regarding the audit process in order to provide a more efficient and transparent model.

MOTION

Bitabella Cyrus moved that Ernst & Young be appointed as the auditor of the network, to hold office until the next AGM of the network or until their successors are appointed, and that the Board of Directors be authorized to fix the auditor's remuneration; the motion was seconded by Margot McLean with no further discussion. By formal resolution the motion was unanimously approved. ***Motion carried***

14. PRESENTATIONS

The members listened to presentations from Ernst Greyvenstein, Physician Lead Executive for the Calgary Zone, regarding zonal PCN activities, followed by Board Chair Scott Forsyth, who presented the Board's Ends Policies. Executive Director Christopher Cameron concluded the series of presentations with one on strategic internal operations for the year. The presentations have been annexed as an appendix to the minutes and are entitled 2018 CWC PCN AGM Master Presentations.

15. ANNOUNCEMENT OF NEW BOARD MEMBERS

The Scrutineer presented the election results to Board Vice Chair Scott Beach, who officially adopted the Scrutineer's report and announced the results of the election.

The three candidates officially elected to serve the CWC P.G. CO. Board of Directors for three-year terms were announced as follows:

- Jennifer MacPherson
- Kerri Treherne
- Nicola Chappell

The candidate officially elected to serve the CWC P.G. CO. Board of Directors for a two-year term was announced as follows:

- Theresa Truong

The candidate officially elected to serve the CWC P.G. CO. Board of Directors for a one-year term was announced as follows:

- Jagdeep Doulla

16. THANK YOU TO DEPARTING BOARD MEMBERS

Board Vice Chair Scott Beach thanked all of the nominees who stood for election this evening and thanked the five physician members whose terms were ending. Brendan Vaughan, outgoing Board Past-Chair, thanked the Board and membership on behalf of all outgoing Board members for their ability to serve the network on behalf of the membership.

17. ADJOURNMENT

Outgoing Board Chair Scott Forsyth thanked all those who helped to make the 2018 AGM a success and all the members for attending. With no more official business, the Board Chair officially declared the 2018 AGM of the CWC P.G. CO. membership adjourned.