



A G E N D A
Annual General Meeting / Assemblée générale annuelle
Wednesday, October 23, 2013 / mercredi le 23 octobre 2013
17:00 a 18:15
Le Place D'Armes Hotel & Suites
Room: Opera AB

DRAFT MINUTES

- 1. Call to Order and Approval of Agenda (Dr. Andrew Don-Wauchope opens the meeting).**
There are 32 members present and 5 residents/trainees present. There are enough members for quorum.
- 2. Adoption of Minutes**
 - 2.1.** Approval of Minutes of the Annual General Meeting at Wednesday, October 25, 2012
Moved by Dr. John Westerlund, Seconded by Dr. Joël Girouard.
 - 2.2.** Presentation of meeting agenda by Andrew Don-Wauchope and general introduction
By-Law changes and continuance of CAMB under CNPA regulation
Related voting requirements and technical aspects
Occurrence of management agency switch during 2013 (RCAM to MKI/Oxygen)
CALM involvement of CAMB and related issues.
New Website for CAMB managed and created by Dr. Holmes. -It was proposed that this should be ~~was better~~ linked with the AMBQ website.
Financial review
Thank you to Dr. Bassam Nassar for gathering sponsorships and thank you to the sponsors.
Recognition for success of annual meeting and thank you to the organizing committee.
Need for follow up executive meeting/Directors meeting following incoming changes to CAMB by-laws, and continuance.

Reports (Dr. Don-Wauchope)

- 3.1. President Report (Dr. Don-Wauchope)**
See Attachment letter – President's report to the AGM 2013.
Drs. McNamara and Don-Wauchop are to remain our representatives to CALM.
Current spending is covered by the membership fees.
- 3.2. Secretary-Treasurer's Report (Dr. Amari)**
See attachment report and supporting documents

3.2.1 Audited Financial Report for year ending December 31, 2012 *Attachment*
Approved at the AGM

3.2.2 Appointment of Auditors for 2013
AGM approves forgoing formal audit of finances
AGM approves reappointing BDO as public accountant for review

3.2.3 Finance Report at September 30, 2013 *Attachment*
Financial situation is good.

3.2.4 Preliminary Budget 2014 *Attachment*
Approved at AGM. Verification concerning excess cash to be done
Clarification from the auditors will be sought on how much money can be kept in the bank.

3.3. Specialty Training Committee (Dr. Pierre Douville)

Pierre Douville is representing us at the Specialty Committee of the RCPS. Explains incoming changes for programs for 2015.

Blue book is a document in which accreditation requirements are stated for programs

Programs will have a new CANMED based frame

Rotations will need to have CANMED based roles evaluation with stated milestones and levels of expectations

Accreditation process cycle is 6 years and the visit will be optional in the process based on a first step of questionnaires and surveys. UBC will be first to have their program reviewed under this new set of rules.

OTR = Objective Training Requirements / STR = Specialty Training Requirements

These will be modified and take in consideration both provincial positions and University requirements. This, hopefully, will aid in improving available positions and our specialty profile. For Medical Biochemistry, the transition is in progress from primary specialty to a subspecialty of Internal Medicine. Dr. Douville raises the question about how it should/could be done. Is it possible to have two ways to achieve the same certification: either being admitted directly to Medical Biochemistry as a primary specialty or perform 3 years of Internal Medicine and then chose to enter the subspecialty of Medical Biochemistry. Dr. Douville explains that RCPS was in a rush to have changes implemented while Medical Biochemistry expressed a need for time to transition smoothly.

A discussion followed concerning the situation with the status of the specialty, recruitment and related issues. There is concern with specific targets to meet and, what could happen if these targets were not meet after the transition period. The possibility to have the specialty "sunseted" seems to be reduced. At some point COS will have to report to RCPS and then we will see what happens.

Dr Douville summarizes the dynamics of the process, which lead to transition from primary specialty to current situation and ultimately Medical Biochemistry being a subspecialty of Internal Medicine in the near future. Dr Douville discussed the RCSP's willingness to rationalize and objectively define primary specialties and subspecialties in order to limit the number of them and align this with needs. Dr Giguere explained the transition since he is director of Programme Réseau for Province of Québec. Negotiations and interactions with RCPS are currently allowing for the recognition of the challenges and factors specific to Medical Biochemistry in this transition process; it is encouraging. Dr .Giguère

mentioned that there still may be some need to determine a viable alternative to changes being proposed and implemented now. Dr. Louis-Jacques Cartier adds that we need to make sure this is addressing underlying problems which led to the actual situation – he gave an example of alternative ways of being able to practice Medical Biochemistry and hold the associated privileges without having Royal College certification.

Dr. Jean Dubé adds that there is a need to have positions for residents more widely available and to have residents fill these positions. Dr. Giguère also says that there is a need for positions where there is currently training being offered and performed. McMaster is given as an example.

Dr. Amari adds: Isn't there a potential in extending up to now successful Québec Network Program (Programme Réseau) structure and philosophy to include and exchange with rest of Canada? Dr. Jean Dubé commented that this could be good idea, but having Universities agreeing is a potential roadblock to this.

This is to be followed up on.

Update on Royal College Training Program (*Dr Pierre Douville*)

3.4. Membership applications (*Dr. Andrew Don-Wauchope*)

AMBQ membership automatically includes CAMB membership.

Others must apply. Right now three applicants meet requirements:

Dr. Louis-Jacques Cartier (N-B).

Dr. Richard Cleeve (BC) graduated 2007 from McMaster

Dr. Maged Mansour (ON) successfully completed RCPSC exam this year

Motion to welcome these people as members of the CAMB moved by Dr. Andrew Don-Wauchope and seconded by Dr. Joël Girouard.

New Business

4.1 Continuance under Canada Not-for-Profit Corporations Act *Attachment*

4.2 Review of new operational by-laws and CNPA compliant by-laws *Attachment*

We are not sufficient in number to get vote performed on at the current AGM day. Teleconferencing did not work either. Dr. Don-Wauchope summarizes the situation concerning voting for by-laws changes. 2/3 members need to be present in every category and 2/3 must vote for changes. Electronic and phone voting will be done shortly after AGM.

Dr. Don-Wauchope reviewed the by-laws changes.

Single member category

Affiliate members such as resident members

Quorum for AGM is 16 members

For accounting, CAMB is a soliciting organization

Need for public accountant performing review and not formal audit

Explanations about the possibility of having operating policies aside by-laws

Terms of office are 3 years except for Secretary Treasurer, 9 years.

Minimum 1 year break before taking the same position

Dr. John Westerlund raises several questions:

3.05 – discussion about member exclusion. Need to consult every member versus confidentiality and restriction of information diffusion beyond executive committee

4.01 ? Fiscal Year. I am not sure what was the issue

4.05 – Email only 2 times and giving up could be too strict. It seems we are better keeping mailing lists up to date!

4.09 – Quorum at the start of meeting versus during the meeting. Dr. Don-Wauchope will clarify with lawyers. It may be this way to avoid having a member leave in order to prevent a vote.

Next we need to vote on continuance under CNPA, new by-laws and to elect executive members.

4.3 Election of Directors and Office Bearers

Dr. Brian Gilfix, President
Dr. Pierre Douville, Vice-President
Dr. Andrew Don-Wauchope, Past President
Dr. Karim Amari, Secretary-Treasurer
Dr. Bassam Nassar, Councillor
Dr. Andre Mattman, Councillor
Dr. David Cole, Councillor
Dr. Richard Cleve, Councillor
Dr. Alexis, Baass, Councillor

5. Upcoming meetings

5.1. Future Meetings for Discussion

The CAMB and AMBQ set a date for next year meeting.

6. Correspondence/other business

Dr. Maged Mansour is in search of work and raised the point that there are no positions available. Dr. Andrew Don-Wauchope recognizes that CAMB should facilitate finding positions for new Medical Biochemists.

Motion to wave fees for resident members moved by Dr. Andrew Don-Wauchope, seconded by Dr. Bassam A. Nassar.

Motion to appoint BDO as public accountant moved by Dr. Andrew Don-Wauchope and seconded by Dr. Ewa Wesolowska.

7. Adjournment

Meeting closed at 18:30 by Dr. Andrew Don-Wauchope.

NADIAN ASSOCIATION OF MEDICAL-BIOCHEMISTS
L'ASSOCIATION DES MÉDECINS-BIOCHIMISTES DU CANADA



Executive/Exécutif

President/Président
Dr. Andrew Don-Wauchope
McMaster University
Hamilton, Ontario

Past-President/Président sortant
Dr. Bassam A. Nissar
Dalhousie University
Halifax, Nova Scotia

Vice-President/Vice-Président
President-Elect/Présidente-élu
Dr. Brian Gillix
McGill University
Montréal, Québec

Secrétaire-Trésorier
Dr. Karim Mounib-Amar
Centre Hospitalier
Affilié Universitaire de Québec

Councillors/Conseillers

Dr. Andre Mattman
University of British Columbia
Vancouver, British Columbia

Dr. John Heathcote
BC Biomedical Laboratories
Vancouver, British Columbia

Dr. Pierre Douville
Université Laval
Québec/Québec

Dr. Elizabeth M. MacNamus
McGill University
Montréal, Québec

RCPC Specialty Committee in Medical
Biotechnology/Comité spécialité biochimie
médicale du CRMCC

Dr. Yves Giguère
Laval University
Québec/Québec

Education and Professional
Development/Comité de la
formation continue et du développement
professionnel

Dr. Andre Mattman
University of British Columbia
Vancouver, British Columbia

Secretary/Secrétaire

Dr. Karim Mounib-Amar
Medical Biochemistry
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October 18th 2013

Dear Members,

We have been working through this year to get all the paper work in order to transition from the Canada Corporations Act to the new Canada not-for-profit corporations act.

The process has taken some time but your executive committee have all considered the different options available to us with respect to the continuance and by-law modifications and are in support of the documentation circulated with this letter.

At the AGM we need to vote on continuance and have circulated the required documentation on the 3rd of October 2013. All categories of members have to pass this by a 2/3rds majority vote.

To facilitate getting 2/3rds attendance we have arranged a teleconference facility for the AGM on Wednesday October 23rd at 17h00. It will be very helpful if all members who are not attending person could telephone in to register their attendance or vote.

Alternatively you could complete the attached proxy vote form by fax to 613-233-7813.

We would also like to vote on the new by-laws. These have not been circulated ahead of time and we will understand if the membership requires additional time to consider the changes. During the AGM we will discuss the changes and then propose that a vote is held. If the members present agree to vote we will then hold the vote if we have 2/3 rds of our membership present. This is also divided by category of membership.

Our membership categories are: 1- ordinary members (73); 2- emeritus members (6); 3 - student members (2).

I would request that our emeritus and student members please try and attend the meeting or make arrangements for proxy votes or telephone participation.

Yours sincerely,

Saut de section (page suivante)

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Dr Andrew Don-

Wauchope, ¶

MBBCh, BSc Med(Hons),

MD, FRCP-Edin, FCPath,

FRCPath, FRCPC ¶

President Canadian

Association of Medical

Biochemists ¶