

## EXECUTIVE REPORT

*Odell Tan & Victor Do, CFMS Western Regional Representatives  
2018 Spring General Meeting Report  
April 27<sup>th</sup> – 28<sup>th</sup> 2018, Halifax NS*



### I. DESCRIPTION OF POSITION

According to the CFMS Bylaws, the Western Regional Representatives of the CFMS:

*The Regional Directors in addition to representing their respective regions on the Board shall be cross-appointed in the Federation's Dyad governance model.*

In practice, the Western Regional Representatives serve as liaisons between the Board and the medical society representatives and presidents of all medical schools in Western Canada, including the University of British Columbia, University of Calgary, University of Alberta, University of Saskatchewan, and University of Manitoba. They also serve as the 2017-2018 Student Initiative Grant (SIG) Program Co-coordinators. Odell Tan is cross-appointed with the Finance portfolio and Victor Do is cross-appointed with the Student Affairs portfolio.

### II. ACTIVITIES

Date	Meeting	Location	Who
09.24.17	Executive Handover Meeting at AGM 2017	Ottawa, ON	Both
09.27.17	Western Deans Pre-Meeting: U of C	Teleconference	Both
09.29.17	Onboard Call with Henry	Teleconference	Odell
10.01.17	Onboard Call with Henry	Teleconference	Victor
10.01.17	Western Deans Pre-Meeting: U of M	Teleconference	Both
10.01.17	Western Deans Pre-Meeting: UBC	Teleconference	Both
10.01.17	Western Deans Pre-Meeting: U of A	Edmonton, AB	Victor
10.03.17	Western Deans Pre-Meeting: U of S	Regina, SK	Odell
10.04.17	Western Deans Review & Western Region Meeting	Teleconference	Both
Oct 12-13	Western Medical Schools Conference (Western Deans)	Calgary, AB	Victor
Oct 13-15	CFMS Fall Board Meeting	Ottawa, ON	13-Odell 14/15-Both
11.01.17	PRT (Chair)	Teleconference	Odell
11.05.17	Wellness Committee	Teleconference	Victor
11.19.17	CFMS Board Meeting	Teleconference	Both
11.19.17	CFMS Board Meeting w/ Dr. Moineau and ARMC	Teleconference	Both
11.27.17	PRT (Chair)	Teleconference	Odell
12.06.17	Meeting with Joule, Re: Innovation Grants	Teleconference	Victor
12.07.17	AGM2018 Adjudication Committee	Teleconference	Both
12.09.17	CFMS Finance, Audit, and Human Resources Committee Meeting (Member)	Teleconference	Odell
12.10.17	SIGs and SIFs Meeting	Teleconference	Both
12.10.17	CFMS Board Meeting	Teleconference	Victor
01.09.18	Longitudinal Wellness Committee	Teleconference	Victor
01.03.18	Catch-up Meeting with Western Regional Reps	Teleconference	Both
01.03.18	Catch-up Meeting with U of M	Teleconference	Both

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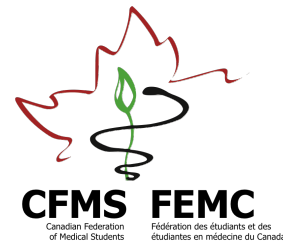
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01.03.18	Catch-up Meeting with U of C	Teleconference	Both
01.04.18	Catch-up Meeting with U of A	Edmonton, AB	Victor
01.04.18	Presidents' Tour at the U of A	Edmonton, AB	Victor
01.04.18	Catch-up Meeting with U of S	Saskatoon, SK	Odell
Jan 5-7	CFMS Winter Board Meeting	Calgary, AB	Both
02.04.18	CFMS Board Meeting	Teleconference	Both
02.04.18	Health and Wellness Roundtable	Teleconference	Victor
02.05.18	PRT (Chair)	Teleconference	Odell
02.05.18	Longitudinal Wellness Initiative	Teleconference	Victor
02.11.18	Governance Committee (Member)	Teleconference	Odell
03.04.18	Health and Wellness Roundtable	Teleconference	Victor
03.07.18	RDoBC Meeting	Teleconference	Odell
03.07.18	Longitudinal Wellness Initiative	Teleconference	Victor
03.08.18	BC Ministry of Health Meeting	Teleconference	Odell
03.08.18	PRT (Chair)	Teleconference	Odell
03.08.18	Midterm Check-in with Henry	Teleconference	Odell
03.11.18	CFMS Board Meeting	Teleconference	Odell
03.12.18	Western Regional Meeting	Teleconference	Both
03.12.18	SIGs Round 1 Scoring Meeting	Teleconference	Both
03.20.18	UBC uCMG Strategy Meeting	Teleconference	Odell
03.24.18	SIGs Round 2 Scoring Meeting	Teleconference	Odell
03.24.18	SIFs Funding Meeting	Teleconference	Both
03.24.18	Midterm Check-in with Henry	Teleconference	Victor
03.26.18	CFMS RRT (Chair)	Teleconference	Odell
03.27.18	Western Reps Meeting with Henry	Teleconference	Both
03.27.18	Post-SIFs Meeting #1	Teleconference	Both
03.28.18	PRT (Chair)	Teleconference	Odell
03.29.18	Post-SIGs Meeting #1	Teleconference	Both
03.29.18	Post-SIGs Meeting #2	Teleconference	Both
03.31.18	Post-SIFs Meeting #2	Teleconference	Both
03.31.18	CFMS CCME Strategy Meeting	Teleconference	Victor
04.04.18	Longitudinal Wellness Initiative	Teleconference	Victor
04.07.18	Post-SIFs Meeting #3	Teleconference	Both
04.08.18	CFMS Board Meeting	Teleconference	Both
04.08.18	Health and Wellness Roundtable	Teleconference	Victor
04.08.18	SGM Planning Meeting	Teleconference	Victor
04.11.18	Governance Committee (Member)	Teleconference	Odell
04.23.18	Presidents' Tour at the U of S	Saskatoon, SK	Odell
04.26.18	PRT at SGM 2018 (Chair)	Halifax, NS	Odell
Apr 27-28	CFMS Spring General Meeting	Halifax, NS	Both

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### **III. PRIORITIES AND PROJECT AREAS**

#### **Western Regional Relations**

- Main focus of advocacy was on various strategies to approach the uCMG crisis and student health and wellness
- All Western Region medical schools have made some progress on these two fronts, with some of the new programs and changes being implemented for the 2018 CaRMS cycle
- Continuing to support the various medical societies in their advocacy efforts

#### **Student Initiative Grants (SIGs)**

- Co-coordinators of the CFMS Student Initiatives Grants Program
  - Oversaw a complete review and overhaul of the program
  - Oversaw awarding of a total of \$15,000 to six medical student-led projects:
    - Prescriber101 (\$2471.00)
    - Starlight Performance Camp (\$3000)
    - Applied Suicide Intervention Skills Training for Medical Students (\$2959)
    - Sentinel Suicide Prevention Training (\$1300)
    - Student Run Clinic – (NORTH.NORD) Navigating Ottawa Resources to Improve Health (\$2270)
    - Helping Hands – A Medical Student Project Supporting Women (\$3000)
- Working on more external funding opportunities for CFMS members. We are excited that two new innovation grants for medical students have been announced from Joule as a result of our discussions with them advocating for there to be more student opportunities.

#### **Odell:**

##### **VP Finance Dyad Pairing**

- Presidents' Roundtable Chair
  - Hold regular teleconferences with items brought forth by Board Members and Presidents
  - Maintaining regular communication with Presidents on issues important to their constituents
- CFMS Governance Committee Member
  - Updating and reviewing the Terms of Reference for the Presidents' Roundtable (PRT) and the CFMS Representatives Roundtable (RRT)
  - Assisting in review of all CFMS Governance Documents
- CFMS Finance, Audit, and Human Resources Committee Member
- SIFs Committee Member

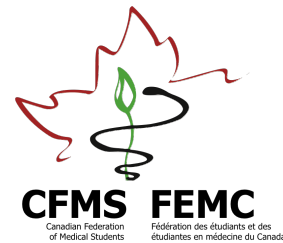
#### **Victor:**

##### **VP Student Affairs Dyad Pairing:**

- National Wellness Program Lead
  - Oversee development and implementation of the national wellness initiative which includes among other threads, the longitudinal wellness initiative and student wellness spotlights.

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- Wellness portfolio communications coordinator
- Health and wellness roundtable co-chair
- Longitudinal wellness initiative board lead
- Co-leading the overall design of a CFMS wellness strategy that encompasses the advocacy, awareness building, programming as resiliency/personal development aspects of our work.
- Assisting in administration of the CFMS MD-Financial Leadership awards
- SIFs Committee Member

## IV. FOLLOW UP, VISION, GOALS AND RECOMMENDATIONS FOR THIS POSITION

- Working to create more opportunities for student-faculty engagement at the next Western Medical Schools Conference held in Saskatoon, SK from October 18-20, 2019
- Continue to review the CFMS Student Initiatives Grants Program to streamline the grading process and facilitate improved turnover to the 2018-2019 Coordinator(s)
- Explore more opportunities for inter-Western Region relations

We look forward to the last five months of our term and envision this time as the culmination of our efforts over the past several months. We aim to complete our goals by AGM 2018 in time for turnover to the 2018-2019 Western Regional Representatives.

Sincerely,

Odell Tan & Victor Do  
MD Candidates, University of Saskatchewan (2020) & University of Alberta (2020)  
Western Regional Representatives | Représentants Régional de l'Ouest  
Canadian Federation of Medical Students | Fédération des étudiants et des étudiantes en  
médecine du Canada  
306-999-1994 & 587-588-5075 | [western@cfms.org](mailto:western@cfms.org) | [www.cfms.org](http://www.cfms.org)