

Occupational and Environmental Medical Association of Canada
Association canadienne de la médecine du travail et de l'environnement
ANNUAL AND SPECIAL MEETING MINUTES
Monday September 30th, 2013, 12:00PM EDT
Le Westin Montréal, Montréal, Québec
List of attendees kept on file at the OEMAC office

2013-01 Call to order

The meeting was called to order at 12:15 PM EDT

2013-02 Chairman, Secretary, Scrutineers

Dr. Maureen Cividino as President of the Association, acted as chair and Jonathan Strauss, Executive Director of the Association was appointed as secretary. Dr. Sol Sax and Dr. Daniel Gouws were appointed as scrutineers.

2013-03 Notice of Meeting

The notice calling this meeting of members was mailed to all members of record on August 20, 2013, and to all directors and the auditor of the Association.

2013-04 Scrutineers' Report

Quorum was reported to be present.

2013-05 Minutes of the Last Meeting

The minutes of the last meeting of the members were made available to all members. Motion to approve the minutes of the last annual meeting of members held on October 1, 2012 was made by Dr. Olufemi Adekeye and seconded by Dr. Sidney Siu. Motion carried unanimously.

2013-06 Special Business #1 – Articles of Continuance

Resolved that:

1. the Articles of Continuance of the Association, in substantially the form presented to the members of the Association, with such amendments thereto as the person or persons signing the Articles of Continuance shall approve, are hereby authorized and approved by this special resolution;
2. the Association is authorized to make application to the Minister of Industry for the issuance of Articles of Continuance; and
3. any one officer or director of the Association is hereby authorized and directed to do all such acts and things and to execute and deliver such other documents and other writings as, in that person's opinion, may be necessary or desirable for the purposes of giving effect to this resolution, all to be in such form and on such terms as that person may approve, such approval to be conclusively evidenced by that person's execution and delivery."

Motion made by Dr. Daniel Gouws and seconded by Dr. Pravesh Jugnundan. Voting ballots collected and counted by scrutineers to ensure the required two-thirds majority was met. Motion carried unanimously.

2013-07 Special Business #1 – Amended And Re-Stated By-Laws

Resolved that:

1. the current Amended and Re-stated By-laws of the Association are hereby repealed by this special resolution, effective on the date that the Association is continued under the *Canada Not-for-profit Corporations Act*;
2. the new Amended and Re-stated By-laws of the Association, in substantially the form presented to the members of the Association, with such amendments thereto as the person or persons signing the new Amended and Re-stated By-laws of the Association shall approve, and which will be effective on the same date the current Amended and Re-stated By-laws of the Association are repealed, and all of the same is hereby authorized and approved by this special resolution;
3. any one officer or director of the Association is hereby authorized and directed to do all such acts and things and to execute and deliver such other documents and other writings as, in that person's opinion, may be necessary or desirable for the purposes of giving effect to this

resolution, all to be in such form and on such terms as that person may approve, such approval to be conclusively evidenced by that person's execution and delivery."

Motion made by Dr. Daniel Gouws and seconded by Dr. Oscar Howell. Voting ballots collected and counted by scrutineers to ensure the required two-thirds majority was met. Motion carried unanimously.

2013-08 Board of Directors Report – Dr. Maureen Cividino

Dr. Cividino read the report of the board of directors:

Please see attached Board of Directors Report.

Motion to accept the report of the Board of Directors as well as all reports of standing committees, as presented at the meeting, made by Dr. Sidney Siu and seconded by Dr. Pravesh Jugnundan. Motion carried unanimously

2013-09 Indemnification of Directors

Motion to establish indemnification of the board of directors of the association for the various acts which they have taken since the date of the last annual meeting of members, made by Dr. Olufemi Adekeye and seconded by Dr. Pravesh Jugnundan. Motion carried unanimously.

2013-10 Financial Statements

The Board was questioned on the current bank charges to which they responded that the majority of the fees are credit card accounting fees that which in the end, reduces the administrative fees.

Motion to approve the financial statement for the year ended December 31, 2012 made by Dr. Pravesh Jugnundan, seconded by Dr. Sidney Siu. Motion carried unanimously.

2013-11 Election of Auditors

Motion to appoint Charles Havill Chartered Accountants as auditors of the Association until the next annual meeting made by Dr. Pravesh Jugnundan and seconded by Dr. Sue Rideout-Vivian. Motion carried unanimously.

2013-12 Other Business

No further business was presented.

Next Annual General Meeting

The conference will be held in October 2014 in Edmonton. The board will discuss the next AGM date as new regulations state it must be held within 6 months of the financial year end. The date of the meeting will be announced in accordance with the By-laws to the membership.

2013-13 Adjourn

Motion to conclude made by Dr. Sol Sax and seconded by Dr. Oleufemi Adekeye. Motion carried unanimously.

The meeting was concluded at 12:53 pm EDT.



OEMAC

Occupational and Environmental Medical Association of Canada

OEMAC President's Report to AGM October 1, 2013

It is my pleasure to update the membership regarding OEMAC activities from October of 2012, my first year as President. The focus this year has been to develop our vision and mission statements, review our current governance, update our strategic plan, and provide increased value for OEMAC members to build and maintain our membership. This also ties in closely with our efforts to improve the financial position of the organization. Our revenues come primarily from our membership dues and from our annual scientific conference. Other important activities include communications with the membership and providing advice as requested by both members and by other organizations seeking OEMAC's opinion or guidance. I will provide some of the highlights and updates that have occurred over the past year.

CONFERENCES

The 30th OEMAC Annual Scientific meeting was held in Vancouver in 2012 and was a great success. There were 150 registrants, the most ever to our annual conference. For the first time we invited posters and there were seven excellent posters, with Luisa Giles being selected as the winner with her poster on the effect of diesel exhaust on the cardiovascular system during exercise. The conference was also profitable, allowing the organization to put \$10,000 back into our investment account.

The 31st OEMAC Annual Scientific meeting currently underway in Montreal under Steve Martin's leadership is being very well received and it appears it will also likely break the attendance record. This is the second year for posters and again there were several excellent submissions. Conference presentations include occupational cancer; shift work; return to work notes; wind turbines and psychological disability in the workplace. Although profits from this conference are not finalized, they are well on track to again put an additional \$10,000 into savings. There has been excellent sponsorship and we were able to offer simultaneous translation for French and English.

The 32nd OEMAC Annual Scientific meeting will be held in Edmonton September 28 to 30, 2014. Ken Corbet and Jerry Beach will Co-Chair the conference and it is sure to be another excellent meeting.

COMMITTEES

The Education Committee is chaired by Niels Koehnche. He is in the process of updating the website and organizing previous conference years' presentations by category. We are soliciting submission of member's presentations to add to the library.

Membership and Strategic planning committee is chaired by Femi Adekeye who has focused on updating our vision and mission statements. Membership has been steady around 200—some of those Emeritus. A few have not renewed. Greying of the profession is one factor.

There is a new PowerPoint template and OH presentation and a letter intended for the HR audience, explaining occupational medicine physicians and occupational medicine services. It is hoped that broader recognition of what we do will direct organizations to secure OH physician services.

The Governance Committee is led by Danie Gouws. He has reviewed the Board structure, representation and terms of office, ensuring that OEMAC will be in alignment with new not for profit legislation. This has taken much time and effort and I congratulate both Danie and Jonathan Strauss, our Executive-Director for their work. The new By-Laws are being passed at the AGM today. To remain consistent with legislative changes, the timing of the AGM will change. The AGM must be held at least six months ahead of the fiscal year end. Being December 31st this means our next AGM will be held in June of 2014. We will

review options of how to execute this and ensure a quorum. It will likely be held as a teleconference. We will keep you informed.

OTHER OEMAC ACTIVITIES

OEMAC was consulted and provided input on the CMA Fitness to drive manual. OEMAC also provided input to the Public Health Agency of Canada survey on physicians infected with blood borne pathogens.

February 7th and 8th 2013, I attended the CMA Specialist Forum where OEMAC is an associate member. Femi Adekeye attended the CMA annual meeting in August on our behalf. Discussions centered on clinical practice variation and innovative ways to focus on patient-centered care, particularly in the paediatric realm.

OEMAC provided a letter of support to Carex Canada for a CIHR grant to test a Workplace Exposures Mobile Tool initiative to help educate physicians regarding workplace exposures, cancers and knowledge of the workers' compensation systems.

COLLABORATION AND NETWORKING

On request I received an invitation to attend the OMSOC AGM held in conjunction with NECOEM in Newton, Massachusetts in November 2012. It was an opportunity for me to update OMSOC on OEMAC activities and to encourage greater collaboration between our two organizations.

I was invited by Dr. Karl Auerbach, President of ACOEM to attend and present at an International "Armchair" discussion April 28th 2013 at the AOHC in Orlando. This was an opportunity to discuss occupational medicine in Canada and to review challenges that we share such as recruitment to the field, the aging of the profession and the rise in psychological disability in the workplace. In addition I have had several conversations with the AOHC secretariat and President, to discuss possible future alignments between our organizations.

At the close of the AOHC in Orlando there was an invitation jointly from the new President, Ron Loeppke, and Richard Heron, President of the Society of Occupational Medicine (SOM) to attend the inaugural meeting of The International Occupational Medicine Society Collaborative (IOMSC). It was very exciting to have occupational physicians from 17 different countries around the world at the table. A Consensus Statement is currently being developed, with the next meeting to be held in London, England on June 28, 2014.

OEMAC BOARD RETREAT

September 26th, 2013 at the annual Board meeting, OEMAC held a day in strategic planning. There were a number of exciting ideas discussed. The mission and vision statements have been tightened and for the first time there are specific goals and objectives. I look forward to the next year's projects and will update you throughout the year.

Finally, thanks to all Board members for their volunteer contributions. There are many hours spent behind the scenes to keep the organization viable. Thanks also to Jonathan Strauss, our Executive-Director who continues to provide excellent support and guidance to the organization.

Maureen Cividino
President, OEMAC