



A G E N D A

**Annual General Meeting / Assemblée générale annuelle
Wednesday, November 11th, 2015 / Mercredi le 11 novembre 2015
16 :10 – 18 :10
Auberge St-Antoine, Auditorium, Québec City.
2015 AGM FINAL MINUTES**

Note : Due to extenuating circumstances. for this year, attachment numbers are left in the text to facilitate reference. Some attachments are not circulated but will be available on request. Others are included at the end of the document.

- 1. Call to Order and Approval of Agenda (Dr. Brian Gilfix opens the meeting).**
 - 1.1. 28 members attended the meeting**
- 2. Adoption of Minutes from previous year meeting AGM held on October 23rd 2014.**
 - 2.1.** Dr Gilfix discussed and reviewed content of the minutes using projector.
 - 2.2.** Approval moved by Dr Gilfix and seconded by Dr Blank. Approved unanimously.
- 3. Presentation of meeting agenda by Brian Gilfix and general introduction.**
- 4. Recognitions for contribution of members**
 - 4.1.** Thanks to Dr Nassar for collecting sponsorship for educational activities from CAMB.
 - 4.2.** Thanks to the scientific committee for the organization of meeting from this year.
- 5. Presentation of President's report by Dr Gilfix (attachment 4)**
 - 5.1.** Letter sent to Québec Ministry of health about laboratory supervision to Doris Levasseur-Bourbeau. (attachment 5)
 - 5.2.** Letter sent to the New-Brunswick Registrar concerning Dr Yu Chen who is registered in N-B as a Medical Biochemist without having CRMCC certification. (Attachment 6)
 - 5.3.** Letter sent to CRMCC questioning that CSCC was invited to propose McLaughlin Gallie Visiting Professorship while CSCC it is not one of the Medical specialty societies. (Attachment 7)
 - 5.4.** CAMB engaged to financially support a meeting between Dr Giguère as chair of COS for Medical Biochemistry and his counterpart for COS, General Pathology.
 - 5.5.** CAMB sent letter to support activities from members : integrating Prenatal Screening in Canada: IPSiC study Dr François Rousseau, Yves Giguère and others. (Attachment 8)
- 6. Presentation of the Secretary-Treasurer's Report by Dr Mourabit Amari (Attachment 9)**

Attachment 10: Audited Financial Report for year ending December 31, 2015
Attachment 11: Finance Report at September 30, 2015
Attachment 9 : Preliminary Budget 2016

 - 6.1.** I move that the unaudited statement of the Canadian Association of Medical Biochemists for the year ended December 31, 2014 be approved. Moved by Karim Mourabit Amari, Seconded by Dr Yves Giguère. Approved unanimously.
 - 6.2.** I hereby move that BDO Canada LLP, Chartered Accountants be appointed for Review Engagement of the Canadian Association of Medical Biochemists for the year ending

December 31, 2014. Moved by Karim Mourabit Amari, Seconded by Dr Yves Giguère. Approved unanimously.

6.3. I move that the budget for the year ending June 30th, 2016 be approved (either as submitted or as amended for half a year). Moved by Karim Mourabit Amari, Seconded by Dr Bassam Nassar. Approved unanimously.

6.4. Discussion and follow-up to do about future financial reporting.

- Itemized budget allowing for repartition of educational and non educational charges of the CAMB charges incurred.
- Study potential budget optimization with some expenses concerning accountant fees and management fees.
- No membership fee increase for this year. This may be proposed following previous steps.

7. Specialty training in Medical Biochemistry, update by Dr Yves Giguère

Dr Giguère reviews history of changes initiated in the Medical Biochemistry specialty. At some point the COS would consider sun setting our specialty. Concern was and still seem to be that the specialty lacked national scope. 6 programs of MB exist in Canada but most of training and recruiting occurred in Province of Québec.

Since 2012, changes have been implemented for entry route in Medical Biochemistry by first enrolling in 3 year core of Internal Medicine (Paediatrics also? But no one really did this) and then having the possibility to choose MB while MB is still a primary specialty. 2014 was the year of a focus review by the Royal College. 2016 is a year where a monitoring review of the specialty to the COS is planned. In 2018, it is planned that MB will no longer have the status of primary specialty and then become subspecialty of Internal medicine.

Dr Giguère reviews and discusses work in progress between MB and General Pathology (GP) There is currently a working group in Medical Biochemistry and General Pathology and in In 2014, the CAMB supported work between MB and GP by a motion. Medical Biochemistry name change activities are strategically frozen until further notice.

In 2013, a conference call between specialty committee of Medical Biochemistry (SCMB) and specialty committee of General Pathology (SCGP) concerning GP asking for some fellow program in MB for use in their training. CRMCC is favourable to work undertaken between GP and MB and Dr Giguère informs that logistical and financial supports for meetings by CRMCC is granted. Such in person meeting took place on October 7th 2015 between 3 members of each of SCMB and SCGP and there is outlining of a vision for future common program shared by both SC.

In addition of the current entry route with internal medicine, there would be the following: GP and MB would remain separated primary specialties. There would be a shared 3 years core program. Next 2 years would define GP or MB as final certification. A 6th year would be available to give the possibility to obtain double certification. Exam would take place after core as "Fundamentals of Clinical Pathology and Laboratory Medicine". Another exam after 3 + 2 years would be specific for either MB or GP. Dr Giguère discusses eventual planning of 3 years core and 2 years GP or MB.

Dr Giguère says Molecular Diagnostics question will be treated later on. SCMB agreed common core PGY 1, 2 and 3 with a motion. CRMCC is very supportive of this. A challenge may lie in GP not having its specific association but rather being a small part of larger CAP. Next SCGP must approve the cursus in a motion. Work needs to be performed concerning national documents.

- 7.1.** Motion: CAMB supports and appreciate activity of SCMB in progress concerning reorganization of Medical Biochemistry specialty. Moved by Dr Brian Gilfix and seconded by Dr Bassam Nassar. Approved unanimously.
- 8. Canadian Alliance on Laboratory Medicine (CALM) update by Dr Pierre Douville**
CALM consists of laboratory medicine specialties group in Canada led by Dr Andrew Don Wauchope and Dr Pierre Douville.
CALM works for competency training diploma in Molecular Diagnostics. Program is under development and will be directed by Dr François Rousseau. Proposal to CRMCC is planned in 2016.
- Since a committee for "Pertinence" will be created in AMBQ, This could be extended and involve CAMB members for participation in Choosing Wisely campaign.
- Motion :** CAMB should support participation of members and pay any fee necessary to allow participation in Choosing Wisely campaign. Moved by Dr Gilfix and seconded by Dr Andrew Don-Wauchope. Approved unanimously.
- Volunteers : Fabienne Parente, Amichai Grunbaum, Ewa Wesolowska, Sylvia Simionescu, Andrew Don-Wauchope. Possible interest from member in BC.
- 9. CLCLM: Dr Don-Wauchope discusses the role of CLCLM (Canadian Leadership Council on Laboratory Medicine) who aims to raise profile of Laboratory medicine.** (Attachment 14)
- 10. Other new business**
- 10.1.** Membership application with satisfactory data. **Motion:** to accept application for membership from Dr Adell ELSHARIF. Moved by Dr Andrew Don-Wauchope and seconded by Dr Bassam Nassar. Approved unanimously.
- 10.2.** **Motion:** To allow executives to approve satisfactory membership application without resorting to final vote in AGM when conditions are met anyways and that if needed, necessary steps be taken by executive to make this possible by taking consideration of relevant technical and legal situation of the CAMB (steps such as amending bylaws or writing required document).
- 10.3.** Retribution of CAMB members for presentation in joint CAMB/AMBQ annual meeting. Should they be paid or not ? This gives way to passionate discussions. Technically, however, the only choice for now is to abide by AMBQ current policy due to the fact that the joint meeting is jointly paid for. Status quo.
- 10.4.** Website from CAMB must be hosted and administered. Fees may increase. Option is to use same webmaster as AMBQ or to find volunteer among the members.
- 11. The CAMB recognizes the contribution of Dr Jean-Marie Loiselle to the very existence of Medical Biochemistry specialty and expressed condolences. Dr Loiselle passed away July 25th 2015.**
- 12. Presentation of directors and terms by Dr Gilfix.** Dr Alexis Baass needs to be replaced so Dr Amichai Grunbaum is proposed as councillor for term 2016. **Motion :** to approve current list of Directors for 3 years except for Amichai Grunbaum who has 2 years term. Moved by Brian Gilfix and seconded by Andrew Don-Wauchope. Unanimously approved. (Dr Giguère must be removed from the list)
- 13. Next year meeting**

- 13.1. Scientific organisation will be under responsibility of Université de Montréal**
13.2. Dates for the meeting are October 25th to October 28th 2016

14. Take note that 2018 CAP meeting will be held in Québec City.

Meeting adjourned at 18:22 by Dr Brian Gilfix.


Karim Mourabit Amari, md

Secretary Treasurer

CANADIAN ASSOCIATION OF MEDICAL BIOCHEMISTS
L'ASSOCIATION DES MÉDECINS BIOCHIMISTES DU CANADA

CAMB AMBC

Executive/Exécutif

President's Report 2015

President/Président
Dr. Brian Gifu
McGill University
Montreal, Québec

First, I would like to thank the executive and especially, our Secretary/Treasurer, Dr. Amari, for their support.

Past-President/Président sortant
Dr. Andrew Don-Vauchop
McMaster University
Hamilton, Ontario

This past year activities have been characterized by writing letters in support of the aims of our specialty and of our membership.

Vice-President/Vice-Président
President-Elect/Président élu
Dr. Pierre Douville
Université Laval
Québec/Québec

1. Letter to the Quebec Ministry of Health as regards many aspects of laboratory supervision in the Rest of Canada – The Quebec government is proposing to institute many changes in the functioning and supervision of hospital laboratories. This letter was part of an effort to gain information that might negatively affect our Quebec membership. A response was prepared and sent with the immense help of Drs. Giguère and Dube.

Secretary-Treasurer/Secrétaire-Trésorier
Dr. Karim Mourad Amari
Université Laval
Québec/Québec

Councillors/Conseillers

Dr. Barbara A. Niszar
Dalhousie University
Halifax, Nova Scotia

Dr. Richard Clev
Surrey Memorial Hospital
Surrey, British Columbia

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

Dr. Alexis Bessé
McGill University
Montreal, Québec

2. Letter to Registrar of the New Brunswick College of Physicians and Surgeons of New Brunswick – This letter was regarding Dr. Yu Chen who is registered in NB as a Medical Biochemist but who lacks Royal College or College de Medicine certification. Our position in the letter was that someone who lacks such certification should not present himself as a Medical Biochemist.

RCPSC Specialty Committee in Medical
Biochemistry / Comité spécialisé
biochimie médicale du CRMCC

Dr. Yves Giguère
Université Laval
Québec/Québec

3. Letter to the Royal College as regards the 2016 Royal College McLaughlin-Gallie Visiting Professorship. – This letter questioned why the Canadian Society of Clinical Chemists (not one of the specialty societies) was invited to submit a nomination.

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

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

Unfortunately, we have had no responses to date on our letters sent.

Secretariat/Secrétariat

Dr. Karim Mourad Amari
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CHU de Québec-Hôpital de L'Enfant-Jésus
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Québec, QC G1J 1Z4
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4. The CAMB has promised support to defray cost of a meeting between for Dr. Giguère as chair of the Specialty Committee in Medical Biochemistry and his counterpart in the Specialty Committee in General Pathology.

CANADIAN ASSOCIATION OF MEDICAL BIOCHEMISTS
L'ASSOCIATION DES MÉDECINS BIOCHIMISTES DU CANADA

CAMB AMBC

Executive/Exécutif

President/Président
Dr. Brian Gilfix
McGill University
Montréal, Québec

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

Vice-President/Vice-Président
President-Elect/Président-élu
Dr. Pierre Coullé
Université Laval
Québec/Québec

Secretary-Treasurer/Secrétaire-Trésorier
Dr. Karim Moursati Amari
Université Laval
Québec/Québec

Councillors/Conseillers

Dr. Bassam A. Nassar
Dalhousie University
Halifax, Nova Scotia

Dr. Richard Clow
Surrey Memorial Hospital
Surrey, British Columbia

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

Dr. Alexis Basse
McGill University
Montréal, Québec

RCPSC Specialty Committee in Medical
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Dr. Andre Matman
University of British Columbia
Vancouver, British Columbia

Secretariat/Secrétariat

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**5. Letter in support of the activities of our membership:
Integrating Prenatal Screening in Canada: IPSiC study -
Drs. Francois Rousseau, Yves Giguère, and others**

The areas I see focusing on efforts upon for the next year are updating the CAMB website and participating in the Choosing Wisely program. The last involves developing a list of "Five Things Physicians and Patients Should Question". See <http://www.choosingwiselycanada.org>.

Respectively submitted November 12, 2015

Brian M. Gilfix
MDCM, PhD, FRCPC, DABCC, FACB

CANADIAN ASSOCIATION OF MEDICAL BIOCHEMISTS
L'ASSOCIATION DES MÉDECINS BIOCHIMISTES DU CANADA



2015 Treasurer's Report CAMB

INDEPENDENTLY REVIEWED FINANCIAL REPORT – DECEMBER 31, 2014

Please turn to the Statement of Operations on Page 5 of the CAMB unaudited financial report for the year ended December 31, 2014. Total revenues were \$49,220 (an increase of 20.2% compared to last year). Items include sponsorship & contributions of \$39,500 (\$12,000 higher than prior year), membership fees of \$7,520, Annual Meeting registration fees of \$2,200 (\$1,750 lower than prior year).

Total expenses for the year were \$33,413 and included:

\$18,981	Annual Meeting expenses (Decrease of \$2,345 from previous year)
\$6780	Management service & finance administration (Decrease of \$1,627 from 2013 due to one time service migration fee in 2013 that did not repeat in 2014)
\$5,648	Professional Fees (accounting fees and legal assistance with migration to new not-for-profit regulations. On par with previous year)
\$0	Board - No cost as board held no in-person meetings
972	Insurance – (Slight increase of \$64)
\$0	Travel – no costs due to no travel on behalf of CAMB
\$501	Website (increase of 250\$)
\$71	Bank charges (decrease of \$228)
163\$	Postage & courier (Increase of \$163 due to movement of shipping charges out of Oxygen Events professional fees.
	297\$ Stationery and office supply (increase of 232\$)

Excess of revenue over expenses for the year ending December 31, 2014 was \$15,807, an increase of \$13,899 over 2013 mainly due to increase in corporate sponsorships.

Please turn to page 3, the Statement of Financial Position. Total assets were \$126,279. Accounts Payable and Accrued Liabilities were \$21,877 while Unrestricted Net Assets were \$104,402 for the year ending December 31, 2014

I move that the unaudited statement of the Canadian Association of Medical Biochemists for the year ended December 31, 2014 be approved.

MOTION BY THE TREASURER:



I hereby move that BDO Canada LLP, Chartered Accountants be appointed for Review Engagement of the Canadian Association of Medical Biochemists for the year ending December 31, 2015.

FINANCIAL STATEMENT AT AUGUST 31, 2015

Revenues

Please look under the Profit and Loss Report on p.1 – January 2015 through August 31st 2015. Total year-to-date revenues are \$21,400 and are made up of:

- Membership fees billed \$6,900
- Corporate Sponsorships \$14,500

Please note that Annual Meeting registration revenues do not come in until last quarter of the year.

Expenses

Total year-to-date expenses are \$22,654.43 and some key line items include the following:

- Annual 2013 AGM Expenses \$16781.12\$
 - This typically falls within the 2013 year, but was billed and paid in January 2015 this year.
- Contract Services (legal, accounting & management) \$4,664.75
- Bank Charges/Credit Card discounts \$43.82
- Postage \$37.16
- Telephone and communications \$25.93
- Website \$129.65
- Insurance \$972

Thus, year to date net ordinary income is (1254.43\$)

Opportunity to ask for questions/comments/discussion.

NO motion is required for the August financial statement.



PRELIMINARY BUDGET FOR NEXT FISCAL YEAR (12 MONTHS)

Process for fiscal year change is pending and is to be confirmed with Revenue Canada.

Please note that standard budgeting methods were used, namely, estimating revenues low, and expenses high.

Revenues

Budgeted revenue for 2015-16 fiscal year is \$36,250 and is made up of:

- Membership dues to be billed \$7,000
- Investment income \$750 /2 = 350\$
- Annual meeting registration fees \$4,000 /2 = 2000\$
- Annual meeting grants \$24,500 /2 = 12250

Total estimated expenses for 2015-16 fiscal year are \$36007 resulting in a balanced budget. Some key line items include:

- Insurance directors & officers \$1,750
- Management fees \$7,000
- Annual Meeting speaker honoraria \$6,800
- Write-off Activity (membership dues not paid) \$145
- Airfare-volunteers for Annual Meeting \$3,550
- Catering for Annual Meeting \$3,700
- Translation \$3,015
- Consulting fees/meeting management for Annual Meeting \$3,800
- Legal Fees \$2,000
- Accounting fees \$4,247

Total Expenses 36007\$

Opportunity for discussion/questions/comments.

MOTION BY TREASURER:

I move that the budget for the year ending June 30th, 2016 be approved (either as submitted or as amended).

I hereby submit my Treasurer's Report.