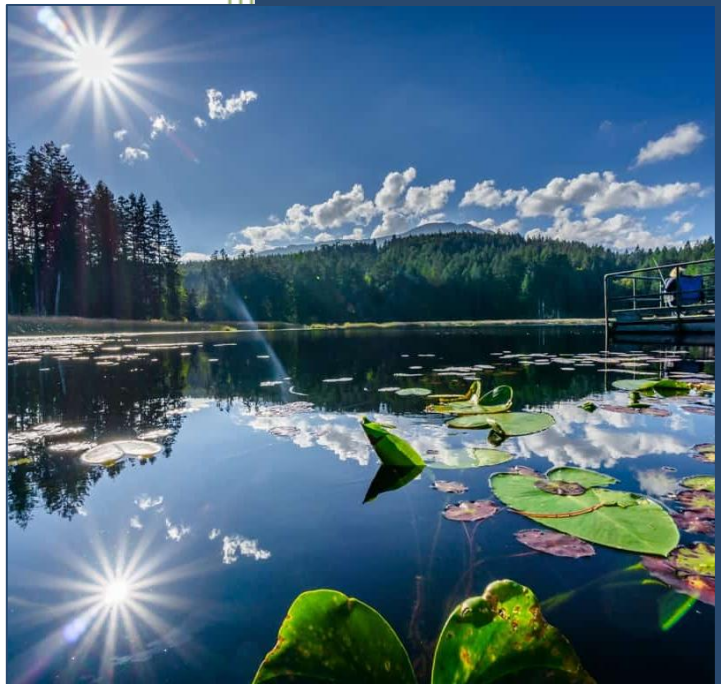


2025

CVDFP Annual Report



CVDFP ANNUAL GENERAL MEETING

Wednesday, September 24th | 6 pm

Oceanfront Suites, Cowichan Bay

Procedural matters:

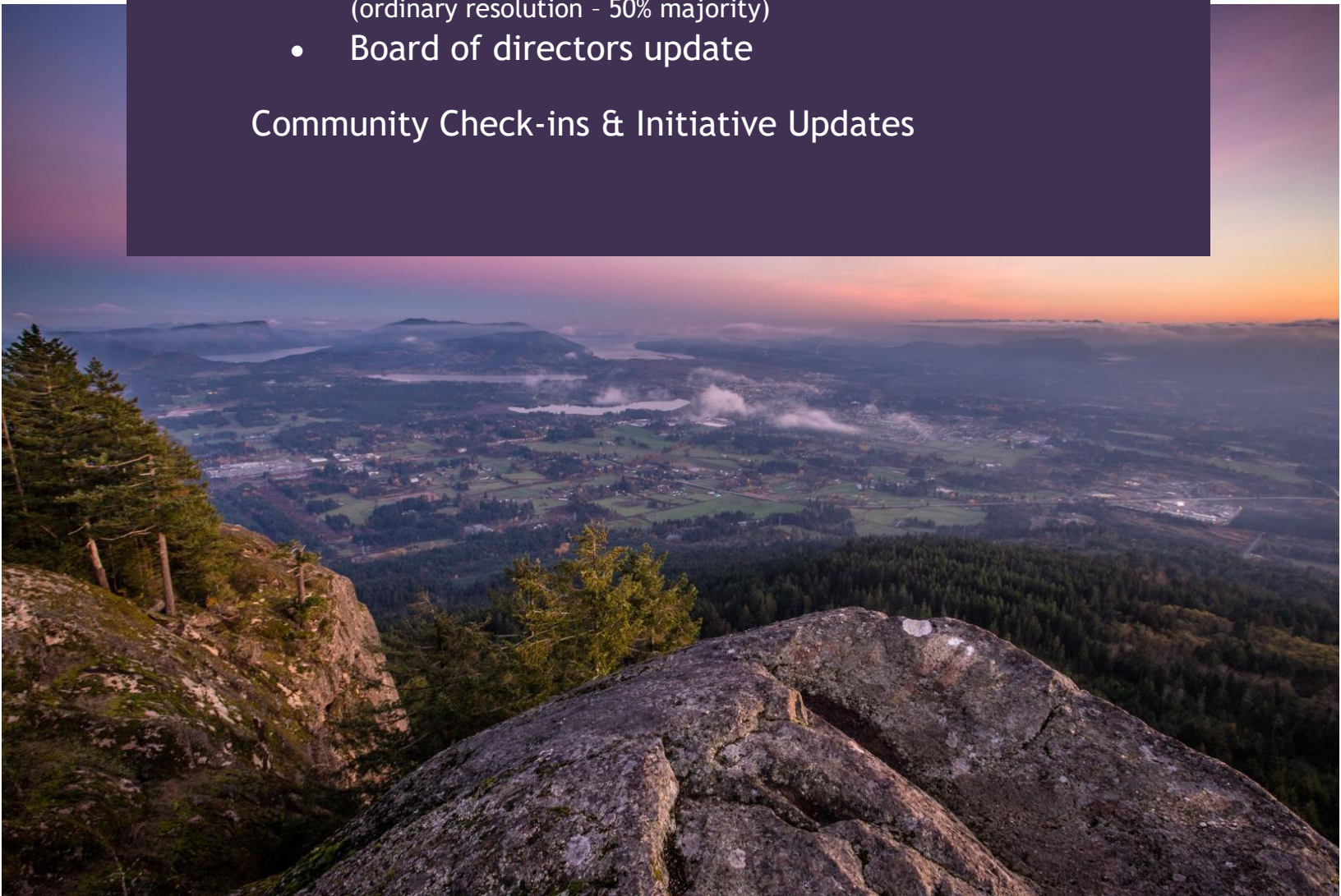
- Adoption of agenda
- Approval of previous minutes
(May 28/25 General Meeting)

Presentations & reports

AGM Business

- Audit report
- Appointment of Auditor
(ordinary resolution - 50% majority)
- Board of directors update

Community Check-ins & Initiative Updates





Commitment to Reconciliation

The Cowichan Division of Family Practice acknowledges that we work, live and learn on the unceded traditional territory in multiple communities of the Coast Salish people.

CVDFP is committed to supporting the provision of culturally safe care to First Nations, Inuit, and Métis people in our community.

Our Mission

Working collaboratively with our partners and representing the collective voice of our members, CVDFP seeks to create economically responsible and sustainable ways to:

- Support family physicians and nurse practitioners to improve their clinical practices and professional satisfaction
- Identify gaps that exist in patient care in the Cowichan region
- Develop solutions to meet the community's needs and common health care goals and in doing so:
 - Improve the patient experience of care
 - Improve the health of the population
 - Ensure efficient utilization of health care resources

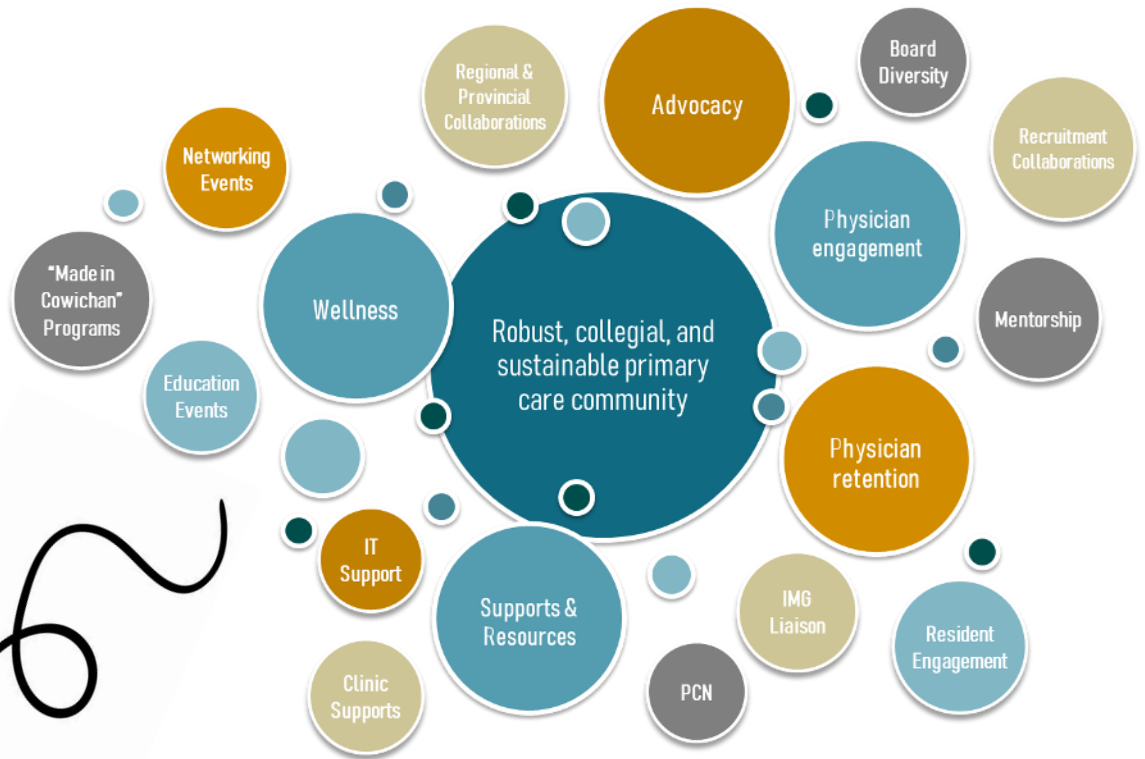
2024-25 BOARD OF DIRECTORS

Pramod Swamy, Co-chair
Carole Williams, Co-chair
Lyle Davies, Treasurer
Alex Moll
Kiran Srai-Cheema
Aldea Wood, resident

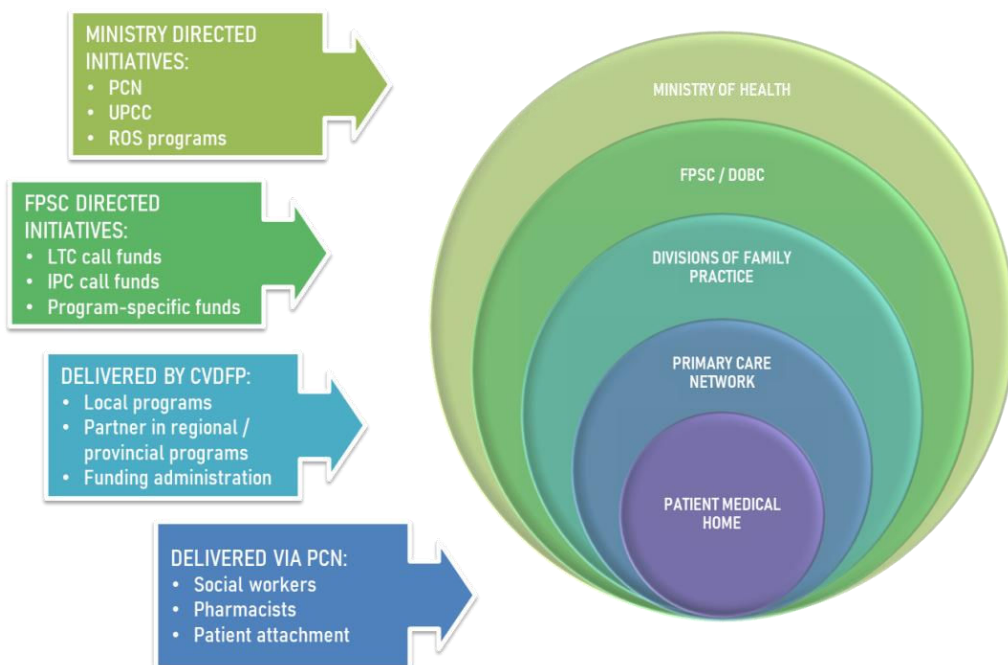
*In memory: Bryan Bass
CVDFP Co-chair 2016 - 2025*

Strategic Planning

Managing the pieces...



Managing the layers...



Providing
leadership in
healthcare
innovations, in
collaboration with
our community

Strategic Priorities

2024-2027

1

PHYSICIAN ENGAGEMENT

Education & social events
New physician supports
IMG engagement

2

PHYSICIAN WELLNESS

Learning what wellness means in our family practice community and building local programs to suit

3

DELIVERING PROVINCIAL PROGRAMS

Securing inpatient care and long term care call availability funding; continued operationalization of the PCN and development of the UPCC

THE GOAL:

Creating a true sense of community among Cowichan care providers. Supporting established physicians and embracing physicians new to the community.

Strengthening the collegiality Cowichan is known for.

Working toward sustainable primary care.



Progress to-date on strategic priorities

ACTIVITIES (Year 1: 2024-2025)	IDENTIFIED PRIORITIES		
	Physician Engagement	Physician Wellness	Delivering provincial programs
Engaged with provincial physician health program; received presentation; options available for future focused offerings		•	
Supported acknowledgement of inpatient care providers (coffee cards)	•	•	•
Supported preceptor engagement and networking	•	•	
Supported residency program with student lounge resources and funding of a retreat	•	•	
Supported assorted CME events, internal and external, in various formats	•		
Expanded mentorship program to include LTC focus, shifted program into PCN funding for greater flexibility, simpler admin and improved remuneration options	•	•	•
Added residency seat to board of directors	•		
Developed and filled IMG liaison position to support integration and retention of IMG physicians	•	•	
Streamlined board and committee structure to improve efficiency and make organization less top heavy; actively working to reduce co-chair burden		•	
Implementing compensation for CME events to align with other organizations, and coordinated payment process with CDMS to minimize billing burdens	•	•	
Hosted 3 social events; reduced general meeting numbers in favour of more wellness/education/social events	•	•	
Supported implementation of Tali AI to improve office efficiency and maximize price breaks for CVDFP members	•	•	
Applied for expanded provincial After Hours Care program (on hold at FPSC level)	•	•	
Supported physicians in LTC learning opportunities (remuneration for time)	•		
Implemented monthly CVDFP-CDMS engagement sessions (aka pub nights)	•	•	
Development of peer support program by way of PHP 2025 cohort (underway)		•	
Transitioned to automatic membership renewal to reduce paperwork burden		•	
Developed suite of practice supports (eg. HR and business solutions, IT supports, recruitment supports, attachment recognition)	•	•	•
Securing and administering inpatient care funding in accordance with FPSC program parameters			•
Securing and administering long term care funding in accordance with FPSC program parameters			•
Securing and administering PCN funding in accordance with FPSC and MOH program parameters			•
Participation on provincial LTC advisory group, bringing the perspective of mid-sized communities			•
Initiated LTC review for Duncan facilities with work underway to create a more efficient, stable, yet flexible model of care delivery.		•	•
Building new stand-alone CVDFP website more tailored to local needs and preferences (in progress).	•	•	

A warm welcome to the 2025-2026
Quw'utsun Family Medicine Residents



Dr. Alexis Cairo
(she/her)



Dr. Maria Jaramillo
(she/her)



Dr. Matilda Taylor
(she/her)



Dr. Kelsey Stefanyk
(she/her)

**Appreciation for the continued efforts of our
PROGRAM LEADS & LIAISONS**

- Zaan Davies, CDMS liaison
- Ryan Gallagher, Pathways
- Bruce Hobson, IT
- Meghan Chabot, Maternity Clinic co-lead
- Donna Wachowich, Maternity Clinic co-lead
- Patricia Seymour, Child & Youth Mental Health
- Maraina Smith, IMG Liaison



**CONGRATULATIONS TO THE
2024/25 HIGH SCHOOL AWARD RECIPIENTS**

- Ruby DuMez, Chemainus Secondary bursary
- Abigail Duncan, Quw'utsun Secondary bursary
- Raiden Nagasaki, Frances Kelsey bursary
- Jozie Lewis, Ladysmith High School bursary
- Amelia Blake, CV Open Learning Centre bursary
- Nathan Hood, Lake Cowichan High School bursary
- Raiden Nagasaki, Kelsey - regional scholarship

MEMBER UPDATES



Join us in giving a warm welcome to the following new Division members from the past 12 months:

*Nicholas Faerestrand, Duncan Family Practice
Leah Costello, Duncan Family Practice
Mohmed Saed, Shawnigan Village Family Practice
Farhana Saleem, Coleman Clinic
Shrida Sahadevan, Festubert Family Practice
Paul Beckett, Canada Cares Clinic
Desiree Fofie, Canada Cares Clinic
Deanna Klonarakis, locum
Wessel Hamman, hospitalist | Christy Yang, hospitalist
Lindsey Forest, ER | Sarah Cannell, ER
Jennifer Jeans, virtual care | Julie Wilson, Terra Nova Clinic
Alexis Cairo, FP resident | Katie Green, FP resident
Maria Jaramillo, FP resident | Matilda Taylor, FP resident
Jennifer Nicolas, NP Seniors Outpatient Clinic
Alysha Lust, Michaela Henry-Dansereau, NPs Ladysmith FP
Cindy Smith, NP Malahat | Cedar McMechan, NP Hillside Clinic
Fernanda Polanco, NP addictions consults*

Also during the past year, we saw the following members retire from full time family practice:

*Zoe Pullan, Ingram Family Physicians
Diane Thomson, Ingram Family Physicians
David Froese, Lakeside Medical Clinic*



We wish the best of luck to those members who left our community during the same time period:

*Wagdy Basily, Lakeside Medical Clinic
Andy Randhawa, Mill Bay Medical
Maki Ikemura, inpatient, locum, IH leadership
Emanuela Tura, locum
Mandana Iraj, ERP | Jarad Plato, ERP*

TREASURER'S REPORT

Lyle Davies

It is my privilege to present, on behalf of the Board, the audited financial statements for the Cowichan Valley Division of Family Practice (the Division) for the fiscal year ending March 31, 2025.

The Division is a not-for-profit health organization that serves and represents family physicians in the Cowichan Valley region of British Columbia. Its mission is to support high-quality, accessible primary care, promote collaborative solutions for patient and system needs, and enable effective physician engagement across local and provincial health initiatives. The Division is governed by an elected Board and staffed by professionals in finance, strategy, and operations.

Membership in 2025 remains robust, with a high participation rate among family physicians, and the Division continues to collaborate closely with partners such as Island Health, the First Nations Health Authority, local governments, and allied professionals. This year saw continued delivery of core initiatives such as the Primary Care Network (PCN), Long-term Care and Inpatient Care incentives, physician recruitment and integration supports, and a number of strategic community projects.

Audited Financial Statements

KPMG conducted an independent audit of the financial statements for the fiscal year ending March 31, 2025. The audited statements include:

- the Statement of Financial Position as at March 31, 2025
- the Statement of Operations and Changes in Net Assets for the year then ended
- the Statement of Cash Flows for the year then ended
- and accompanying notes, including a summary of significant accounting policies

In KPMG's opinion, the financial statements present fairly, in all material respects, the financial position of the Division as at March 31, 2025, as well as its financial performance and cash flows for the year then ended, in accordance with Canadian accounting standards for not-for-profit organizations.

Financial Review

This fiscal year, the Division delivered strong financial performance across its program streams, maintained operational integrity, and remained in compliance with all regulatory requirements. Total revenues and expenditures tracked closely to budget, and the Division continued to prioritize healthy cash reserves and prudent stewardship of restricted funds.

Key highlights include:

- Ongoing receipt and management of significant funding from government, health authorities, and contract partners for infrastructure, incentives, and specialized initiatives.
- Systematic tracking and separation of deferred contributions for future obligations (notably, PCN, Long-term Care, and Inpatient Care funds).
- Professional audit oversight and board-level financial governance, with all required filings on track and free of issues or late submissions.
- Monitoring and management of key financial ratios to ensure sustainability, liquidity, and operational efficiency.
- Strategic investments in recruitment and retention of physicians, technology, and organizational capacity in response to evolving community and member needs.

Statement of Financial Position (Balance Sheet)

The Statement of Financial Position presents a snapshot of the Division's assets, liabilities, and net assets as at March 31, 2025. It provides critical insight into liquidity, solvency, and resource stewardship for the organization.

- Total cash, and cash equivalents were \$1,762,414 and Investments totalled \$6,237.
- Accounts Receivables totalled \$16,061 and Prepaid Expenses amounted to \$7,154.
- Infrastructure ended the fiscal year with \$25,018 in deferred FPSC contributions that will be carried over into the 2026 fiscal year.
- The balance of funds remaining in deferred revenue included \$559,673 related to the Primary Care Network.
- Net Asset balance at the end of year was \$29,552 in Infrastructure and \$29,818 in Attachment, for a total Net asset balance of \$59,370.
- The balance sheet demonstrates the Division's continued commitment to prudent liquidity management, ensuring all obligations are met and assets are protected. Deferred contributions represent externally restricted funds held for delivery of specific program commitments in coming periods.
- Statement of Operations (Income Statement)
- The Statement of Operations, or Income Statement, presents revenues earned and expenses incurred over the fiscal year, reflecting both operating activity and the Division's ability to fulfil its mission within budget.
- Infrastructure recognized \$1,864,890 in revenue against the equivalent costs of \$1,010,853 for in-patient care incentives, \$634,082 for operating and amortization and \$219,955 for long term care incentives.
- Attachment recognized revenue of \$575,781 against the associated costs relating to the Primary Care Network.
- An excess of revenue over expenses of \$10,362 was recognized in Attachment, and a deficiency of \$5,500 was recognized in Infrastructure.

Closing Statement

On behalf of the Board, I wish to extend thanks to all staff, members, and community partners for their diligence, stewardship, and support over this fiscal year. The Division remains committed to excellence in fiduciary management, transparency, and service to the Cowichan Valley physician community and patients.

This report is submitted to the Annual General Meeting for review, discussion, and member endorsement. With prudent management and continued support, the Division is well positioned to meet the challenges and opportunities of the coming year.

Respectfully submitted,

Lyle Davies (Treasurer)

Cowichan Valley Division of Family Practice Society

Date: September 2025

CVDFP STAFF

- Jennifer Berg, Executive Director, Finance
- Tiffany Littmann, Executive Director, Operations
- Paula Dunford, Admin Support
- Joanne Ellison, Financial Assistant
- Eric Hartford, Data Analyst (PCN)
- Cathy Holmes, Program Support

