

“Working Party Meeting Financing and Efficiency: A proposal for consideration”

ADFM

12.15.17 Revision

BACKGROUND

History of the Working Party.

The Working Party was established in 1975 to enhance the work of the academic and practice based professional organizations within family medicine. At that time, the meeting was held once annually; in 1981, the frequency increased to two meetings yearly. The costs of hosting the meetings were to be supported by each organization in isolation and in sequence (rotational hosting model). Although the organizations vary greatly in membership and financial resources it was felt that this insured equal voice and influence “at the table”.

Attributes of Working Party meetings

- Networking
- Joint proposals

History of ADFM raising Concerns about costs of Hosting the Working Party.

One year ago in January 2017, at the request of the ADFM Board, ADFM led an examination of hosting of the Working Party and reported back briefly to the Working Party on the findings of this exploration. An essential recommendation coming from an Executive Staff call following discussion at the January meeting, was that each organization could continue to host two working party meetings a year at a level which is manageable within each of their own budgets. Attached is a PDF report containing summary points from both of these discussions in early 2017.

Since early 2017, the ADFM Board has continued to be concerned about the sheer cost of hosting the Working Party meetings in 2016 which represented 13% of our budget that year. Our understanding is that this magnitude of fiscal impact on the family medicine organizations is considerably greater for ADFM than other organizations.

We also looked into what the cost of hosting two working party meetings at a less expensive location (e.g. Embassy Suites) would be without incurring breakfast or alcohol charges. Preliminary information from this exploration (attached) continues to yield prohibitive anticipated costs for ADFM to host two meetings every seven or eight years (seven years with current rotation list; eight years with all organizations participating in the rotation).

In August 2017, ADFM brought our Board’s concern to CAFM for initial exploration after which CAFM Organizations agreed they would raise the issue with their boards.

ADFM's Proposal:

- The ADFM Board continues to believe that hosting two meetings of the Working Party every seven or eight years is a major hardship for our organization. ADFM's proposal is that the organizations of the Working Party consider a financing model whereby we annually contribute to a Working Party fund (for purposes of holding one or two meetings per year) taking into account contributions which are proportional to the budgets of the 8 participating organizations.

This proposal is consistent with how other collaborative efforts of the organizations of the family have been undertaken; most notably support for the *Annals of Family Medicine* takes into account the relative sizes of budgets of each of the sponsoring organizations. This does not diminish the organizations' participation as equal partners in the *Annals of Family Medicine*. Similarly, within CAFM, support for Washington Legislative Staff and Office is also proportional to the four CAFM organizations' budgets without concerns about equal voice or influence with regard to each organization's advocacy efforts.

We propose that administrative time needed to determine a feasible financing plan not cut into the valuable time we have as organizations at the Working Party. If organizations of the Working Party agree to move in this direction, we would propose to learn from how the *Annals of Family Medicine* and Washington Legislative Support finances are apportioned and agreed to on an every few years basis by Executive Staff. We propose applying lessons learned from how Executive Staff approach and determine the sharing of costs to finance these collaborative efforts to hosting of the Working Party.

Other Options:

The ADFM Executive Committee believes we should also explore, as a Working Party, issues of efficiency (e.g. in-person meetings in combination with virtual meetings/work) but that we first address the proportional financing issue as described above.

Other options which the ADFM Executive Committee has considered since last January's report regarding both financing and frequency of Working Party meetings are listed below.

- Continue two in person meetings annually without change in the funding but participation of all organizations in the rotation
- Decrease the number of in person meetings
 - One in person meeting

- One in person meeting and one virtual meeting annually
 - One in person meeting and 2 other virtual meetings annually
- No in person meetings:
 - Quarterly or 3 times a year virtual meetings
 - Monthly virtual meetings