

General Council Motions 2014 Procedures and Guidelines

Submitting Motions and Order of Debate

1. Submitting Motions

The procedures for submitting General Council (GC) motions are as follows:

- A *Motion Form* must be completed for each motion and must be submitted by **11:59 p.m. (EDST), Monday, 14 July 2014** to the following email address:
GC2014motions@cma.ca
- The motion form is available electronically at [cma.ca](http://www.cma.ca/gc2014) (see <http://www.cma.ca/gc2014>) and is included in this package.
- Each motion must be moved and seconded by a GC delegate present and voting
- All motions reviewed by the Resolutions Committee will be provided to delegates electronically (via email notice) on Saturday, August 16th for consideration. **Paper copies of the motions will be available to delegates upon request only during the time of registration on August 16 - Aug 17th.**

2. Order of Debate for Motions

The procedures for determining the order of debate of General Council (GC) motions are as follows:

- The order of debate for motions presented to GC are determined within their respective sessions (e.g. Strategic Session #1, Strategic Session #2 and Delegate Motions) **in accordance with the date and the time that the motion was submitted to the CMA**. An automatic reply email will be sent to the sender of the motion(s) confirming the date and time of receipt of the motion(s).
- The Resolutions Committee may establish a particular grouping for an emerging theme(s) within the Delegates Motions session to facilitate the flow of discussion and debate of a particular themed area. Motions classified within an established themed area/grouping will be debated according to their date and time of submission to the CMA.

Following the Resolutions Committee review of all motions on August 14 and 15th, GC delegates will be provided with a delegate package containing all motions and their order of debate electronically on Saturday August 16, 2014.

Motion Development

To ensure more focused debate on key issues of importance to General Council, the following guidelines to assist with the development of motions for GC 2014 are provided.

- 1) Motions are to be categorized as follows:
- 2) **Policy Motion** - describes the position the CMA is taking on a issue or describes a standard or belief that the CMA will support on behalf of the medical profession. Motion Example *The Canadian Medical Association supports the inclusion of timely access as a dimension of care*

quality

- 3) **Directive Motion** - describes a specific and strategic direction/action that the CMA will undertake. Motion Example *The Canadian Medical Association will develop guidelines for physician involvement in the governance of health systems*
- 4) Names of stakeholders to be involved/engaged with implementing the direction or policy along with suggested mechanisms for implementation will not be included in the motion itself but are **identified in a separate stakeholder and implementation section** within the motion form
- 5) The CMA Bylaws state *under Section 10.1.2 that “General Council shall provide policy guidance and direction to the Association and the Board of Directors.”* As such, the CMA Board will continue to consider the prioritization and resourcing of motions passed at General Council according to their alignment to the organization’s strategic priorities. Delegates will also continue to have several opportunities to review information related to their disposition.
- 6) **Items listed under the motion rationale for both delegate motions and strategic motions are not binding to the motion and serve to inform only.** In accordance with the CMA Bylaw 10.1.2, General Council’s role is to *“provide policy guidance and direction to the Association and its Board of Directors…”* Therefore, operational/implementation matters included under: 1) substantive rationale 2) key stakeholders 3) suggested implementation 4) relevance to CMA mission and 5) estimated resources required will serve to inform the CMA.
- 7) The following demonstrates a motion that is “consistent” and “inconsistent” with the guidelines

Consistent with Guidelines

The Canadian Medical Association supports the inclusion of timely access as a dimension of care quality.

Inconsistent with Guidelines

The Canadian Medical Association in collaboration with the provincial/territorial medical associations will incorporate in its *Toward a Blueprint for Health Care Transformation: A Framework for Action* a call on governments to include timely access as a dimension of care quality.

A clear and actionable motion is

- 8) within the power and scope of the meeting and the CMA Bylaws
- 9) [CMA Strategic Plan - 2015-2017](#)
- 10) one sentence and stated in the affirmative and not argumentative or offensive and reads as though the motions has been passed
- 11) free from unnecessary and objectionable words and lends itself to pro and con debate
- 12) not asking the CMA to continue to act upon or support a motion previously passed by GC

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- 13) not reiterating existing CMA policy (please consult the CMA policy data base to ensure non-duplication of existing CMA policy <http://policybase.cma.ca/dbtw-wpd/CMAPolicy/PublicB.ht>)
- 14) using the Association's full name, i.e., Canadian Medical Association

Appendices – Supporting text that exceeds space allotted in the motion form is to be included as an appendix to the completed motion form. If a motion supports/endorsees an external policy, please include the related policy as an appendix. Appendices that exceed 800 words (approximately two pages) must be translated by the person submitting the motion. (We respectfully suggest that documents longer than two pages may not be suitable for consideration by General Council.)

Resolutions Committee

Movers and seconders are highly encouraged to contact their Resolutions Committee Member prior to the motion's submission should they have questions or require assistance in drafting their motion statement(s) to follow the required motion guidelines. Please email the Resolutions Committee Member assigned to your region.

Resolutions Committee (continued)

- Ontario – Dr. Blake Woodside at b.woodside@utoronto.ca
- Quebec and New Brunswick - Dr. Daniel Tardif daniel.tardif@khasma.ca
- Atlantic Region – Dr. Maria Alexiadis maria.alexiadis@cdha.nshealth.ca
- NWT/Alberta – Dr Ernst Schuster ernst.schuster@albertahealthservices.ca
- BC/ YT – Dr Alan Gow allangow@telus.net
- Saskatchewan/Manitoba - Dr. Joel Yelland j.yelland@sasktel.net

The Resolutions Committee will meet on Thursday afternoon and Friday morning, Aug. 14 - 15, 2014. The Resolutions Committee will:

- ▶ identify and address duplicate motions with the potential of combining the duplicate motions
- ▶ identify and address motions that reiterate existing CMA policy
- ▶ identify motions to be placed on the consent agenda according to the following criteria:
Motions placed on the consent agenda include motions that:
 - are not likely to initiate debate or dissent among delegates or the profession;
 - are in keeping with the CMA's strategic direction and its strategic plan; and
 - require little to no resources to implement
- ▶ ensure delegates are provided with sufficient information within the motion form to make informed decisions when debating motions
- ▶ established a themed grouping under the Delegates Motion session if required to facilitate General Council discussion around a themed area with the Delegates Motions. Delegates' Motions within a themed area will be discussed in order of time and date received.

Movers and seconders **must provide their contact information** identifying how they may be reached at the time the Resolutions Committee meets on **Aug. 14-15, 2014**, and are asked to provide an additional contact in the event that the mover and seconder are unavailable.

Consent Agenda Motions

The consent agenda process at General Council allows non-controversial and procedural motions to be approved by General Council “en bloc” and without debate. Movers and seconders are asked to indicate on the motion form whether their motion should be considered as a consent agenda motion (see above criteria). **The Resolutions Committee will however hold the final approval for allocating motions to either a strategic session, a delegate motions’ session or to a consent agenda related to these sessions.**

Movers of motions that have been placed under the Consent Agenda will be invited to film a short video discussing the issue profiled in their motion. Following adoption by General Council, consent agenda motions and associated commentaries by movers will be published on cma.ca and highlighted within General Council’s electronic daily newsletter.

For additional information on the consent agenda process, please refer to the Procedures Section of the *2014 Reports to General Council*.

For questions related to the submission of motions or the resolutions process please contact: Melinda Lauzon, Associate Director, Corporate Services. Email: GC2014motions@cma.ca Fax: (613) 526-7570 Telephone: 1-800 663-7336, ext. 2212