



**WORKING GROUP  
OF THE  
PHYSICIAN RECRUITMENT AND RETENTION STEERING COMMITTEE  
REPORT 22-001**

Tuesday, July 12, 2022  
1:00 p.m.  
WebEx

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**Present:** Dr. Sarah Kinzie (Vice-Chair), Councillor Arlene VanderBeek, and Marie Nash

**Absent with Regrets:** Dr. Jason Profetto

**Also Present:** Tamara Bates, Legislative Coordinator  
Aleah Whalen, Legislative Assistant  
Brad van den Heuvel, Physician Recruitment Program Coordinator  
and Practice Advisor  
Mike Zegarac, General Manager, Corporate Services  
Angela Burden, General Manager, Healthy and Safe Communities  
Susan Nicholson, Solicitor

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**THE WORKING GROUP OF THE PHYSICIAN RECRUITMENT AND RETENTION  
STEERING COMMITTEE PRESENTS REPORT 22-001 AND RESPECTFULLY  
RECOMMENDS:**

1. **Proposal to Transfer Program into the Greater Hamilton Health Network & Formalize Existing Funding Relationships (Item 4.1)**
  - (a) That Physician Recruitment and Retention Program (Hamilton Physicians), be transferred to the Greater Hamilton Health Network (GHHN), as an independent department therein, reporting to the Executive Director of the GHHN, on a date mutually agreed upon and no later than February 28, 2023, attached to Working Group of the Physician Recruitment and Retention Steering Committee Report 22-001 as Appendix A;
  - (b) That from the date of the transfer, Physician Recruitment and Retention Program (Hamilton Physicians) staff will become employees of the Greater Hamilton Health Network (GHHN):

- (i) with the same terms and conditions of employment;
  - (ii) from which time they will adhere to GHHN policies; and
  - (iii) may have the opportunity to become permanent employees of the GHHN;
  
- (c) That the Key Performance Indicators (KPI) of the Physician Recruitment and Retention Program (Hamilton Physicians) will remain unchanged upon the initial transfer of the Program to the Greater Hamilton Health Network (GHHN) and any future changes will require approval of the Executive Council of the GHHN;
  
- (d) That the following be transferred to the Greater Hamilton Health Network (GHHN):
  - (i) All existing property purchased by Hamilton Physicians, including all office furniture, equipment and supplies;
  - (ii) Administration for payroll and expenses;
  - (iii) The balance of the City of Hamilton's current contribution to the Physician Recruitment and Retention Program (Hamilton Physicians) operating budget of \$75,000;
  - (iv) Payments from existing funding partnership arrangements;
  - (v) All Physician Recruitment and Retention Program (Hamilton Physicians) surplus funds (as of May 31, 2022, this amount is \$515,116.05), net any outstanding liabilities; and
  - (vi) The Hamilton Physicians brand, which will be maintained by the Greater Hamilton Health Network (GHHN);
  
- (e) That the Greater Hamilton Health Network will commit all budgeted future Physician Recruitment and Retention Program (Hamilton Physicians) funding payments to physician recruitment and retention efforts;
  
- (f) That the Greater Hamilton Health Network (GHHN) will pursue formal funding arrangements with the Physician Recruitment and Retention Program (Hamilton Physicians) current partners and with other stakeholders, including the other municipalities within its mandate;
  
- (g) That an ad-hoc working group, be established, as follows:
  - (i) The ad-hoc working group shall consist of one representative from each of the Physician Recruitment and Retention Program stakeholders
  - (ii) The ad-hoc working group shall report to the Working Group of the Physician Recruitment and Retention Steering Committee;
  - (iii) The ad hoc working group shall investigate the details of the program transfer from the Hamilton Physicians partnership to the

Greater Hamilton Health Network (GHHN) including, but not limited to, those considerations set out in subsections (a) through (f);

- (h) That the Physician Recruitment and Retention Steering Committee:
  - (i) be established for the 2022-2026 Term of Council; and
  - (ii) be disbanded upon the transfer of the Physician Recruitment and Retention Steering Committee to the Greater Hamilton Health Network; and
- (i) That the Executive Director of the Greater Hamilton Health Network, or their designate, be invited to attend the next meeting of the Recruitment and Retention Steering Committee.

**2. Program Updates (Items 7.1 (a)-(d) and 7.2 (a)-(d))**

That the following program updates for 2021 and 2022, attached to Working Group of the Physician Recruitment and Retention Steering Committee Report 22-001 as Appendix B, be received:

- (a) 2021 Program Updates
  - (i) 2021 Budget to Actual Comparison
  - (ii) Cashflow Statement
  - (iii) KPI Summary
  - (iv) Physician Retirements and Departures, Recruited Physicians, and Active Physicians by Community
- (b) 2022 Program Updates
  - (i) Cashflow Statement
  - (ii) KPI Summary
  - (iii) Physician Retirements and Departures, Recruited Physicians, and Active Physicians by Community
  - (iv) Planned Recruitment Events 2022

**3. Proposed Budget (Item 7.2 (e))**

That the 2022 Proposed Budget for the Physician Recruitment and Retention Program, attached to Working Group of the Physician Recruitment and Retention Steering Committee Report 22-001 as Appendix C to the Physician Recruitment and Retention Steering Committee, be approved.

**FOR INFORMATION:**

**(a) APPROVAL OF AGENDA (Item 1)**

The Committee Clerk advised that, as time was short, the agenda items would be considered in the following order:

- 4.1 Program Review – Business Case, Final Draft
- 3.1 2021 Program Updates
  - (a) 2021 Budget to Actual Comparison
  - (b) Cashflow Statement
  - (c) KPI Summary
  - (d) Physician Retirements and Departures, Recruited Physicians, and Active Physicians by Community
- 3.2 2022 Program Updates
  - (a) Cashflow Statement
  - (b) KPI Summary
  - (c) Physician Retirements and Departures, Recruited Physicians, and Active Physicians by Community
  - (d) Planned Recruitment Events 2022
  - (e) 2022 Proposed Budget
- 2.1 October 29, 2021
- 2.2 November 23, 2021
- 2.3 December 14, 2021

**(b) APPROVAL OF MINUTES OF THE PREVIOUS MEETING (Item 2)**

The following were accepted:

- (i) October 29, 2021 (Item 2.1)
- (ii) November 23, 2021 (Item 2.2)
- (iii) December 14, 2021 (Item 2.3)

**(c) ADJOURNMENT (Item 4)**

There being no other business, the meeting was adjourned at 1:25 p.m.

Respectfully submitted,

Sarah Kinzie  
Vice-Chair, Working Group of the Physician  
Recruitment and Retention Steering Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk