

The Justice
Emmett Hall
Memorial Foundation

**The Justice Emmett Hall
Memorial Foundation**

Annual Report 2013

*Celebrating scholarship, mentorship, and
leadership in health services research,
advancing the Medicare ideals
of Justice Hall.*

www.HallFoundation.ca

The Justice Emmett Hall Memorial Foundation

Annual Report 2013

President's Report

The purpose of this report is to review briefly the history, purpose, and governance of the Foundation, and to report on the past year's activities. The latter includes news about the 2013 Hall Laureate, and the sixth year of Student Essay awards. The audited financial statements follow.

History

The details have been reported in some detail in the annual reports of past years. Essentially, the Foundation was conceived at a meeting of the Canadian Health Economics and Research Association (CHERA) (predecessor organization to CAHSPR - the Canadian Association for Health Services and Policy Research) in Vancouver, in 1996. It was incorporated on May 5, 1997, and as of November 24, 1997, it became a registered charity with the number 88728 3463 RR00001.

Purpose

From its beginning in 1997, the main purpose of the Foundation was to recognize and celebrate excellence in health

economics and policy research through the creation of a Memorial Lecture, raising funds through donations to build up a capital sum large enough to finance the lectureship by means of the interest earned. The Lecture has been given at the periodic CHERA/ACRES conferences, now annual

CAHSPR conferences. The Foundation covers the expenses of the Memorial Lecturer, and provides a modest honorarium of \$1000.

In 2008, the Foundation has partnered with the Canadian Health Leadership Network (CHLNet) to establish the MacNaught-Taillon Leadership Award. This award recognizes leadership in health and information policy in keeping with the ideals of The Honourable Justice Emmett Hall. The award is accompanied by a \$1,000 cash award to an emerging health leader as selected by the MacNaught-Taillon award winner. This award has been made possible by significant contributions from a number of national health organizations, including the Canadian Institute for Health Information, Canada Health Infoway, and, most recently, Optimed (formerly Clinicare), as well as a number of individual donors.

Finally, under the dedicated leadership of the Past President Marion Jones, excellence at the student level has been encouraged through three student essay awards. These include prizes of \$1000, \$1250 and \$1500, respectively, for outstanding essays written by an undergraduate, a master's, and a doctoral student. Prizes are awarded based on excellence in Canadian health economics and health policy research, again informed by the health ideals articulated by the late Justice Hall – equity, fairness, justice, and efficiency.

Governance

2013/14 Board of Directors
Maria Mathews - President, Memorial University
Greg Marchildon - Past President, University of Regina
Morris Barer - Treasurer, University of British Columbia
Adam Mills - Secretary & Student Member, University of Regina
Jack Boan - President Emeritus, University of Regina
John Horne - Royal Roads University
Susan Law - McGill University
Jeremy Veillard - Ex Officio, CAHSPR President

While the Foundation and the Canadian Association of Health Services and Policy Research (CAHSPR) are autonomous organizations, they have a shared interest in promoting excellence in health services research and acknowledging leadership in health care. By mutual agreement, there is cross representation on respective Boards. Maria Mathews serves as the current Hall Foundation representative on the CAHSPR Board to ensure ongoing collaboration. CAHSPR President Jeremy Veillard served as the CAHSPR representative on the Hall Board.

Board Activities

Over the past year, the Hall Board has focused on supporting the processes for selection of recipients of our three award programs as set out above. This is an ongoing responsibility of the Board.

The Board moved its accounts from the Affinity Credit Union based in Saskatchewan to the Toronto Dominion Canada Trust. This change facilitates the transition between incoming and outgoing executive teams and removes the requirement of having a treasurer physically located in Regina.

The Board has also reviewed the bylaws and will propose a series of amendments to membership rules at the 2014 Annual General Meeting.

Finally, the Board has continued to develop its fundraising initiatives by creating databases of past donors and supporters. In addition, the Board launched an initiative to solicit donations during the registration for the CAHSPR conference.

Emmett Hall Memorial Lectureship

Professor Robert Evans gave the inaugural lecture at Carleton University in 1997. He was followed in subsequent conferences by:

The Honourable Monique Bégin (Edmonton, 1999)

Dr. Fraser Mustard (Toronto, 2001)

Dr. Charles Wright (Halifax, 2002)

Dr. Morris Barer (Montreal, 2004)

Dr. Jack Boan (Vancouver, 2006)

The Honourable Roy Romanow (Toronto, 2007)

Dr. Evelyn Shapiro (National Capital Region, 2008)

Dr. Raisa Deber (Calgary, 2009)

Dr. Noralou Roos (Toronto, 2010)

Dr. Andreas Laupacis (Halifax, 2011)

Dr. Michael Rachlis (Montreal, 2012)

Dr. Brian Hutchison (Vancouver, 2013)

The 2014 Hall Laureate is **Dr. Patricia Martens**. Dr. Martens is a Professor at the University of Manitoba's Department of Community Health Sciences. Until April 2014, she was the Director of the Manitoba Centre for Health Policy. She has conducted trailblazing studies on the health of Manitobans, including Aboriginal peoples, residents of rural and remote communities, individuals with mental health conditions and mothers and infants. She has pioneered new ways of connecting researchers and different communities of knowledge users, starting with her first studies on breastfeeding in Aboriginal communities. She led the award winning Need to Know team that partnered researchers from the Manitoba Centre for Health Policy with decision-makers from Manitoba's health regions and the provincial government. Dr. Martens has held research career awards including CIHR's New Investigator's Award and the CIHR/PHAC Applied Public Health Chair. She has been recognized in 2010 as YM/YWCA Woman of Distinction for Health & Wellness and in 2013 as a member of the Order of Canada.

2014 MacNaught-Taillon Award

Dr. Leslie Roos is a Distinguished Professor at the University of Manitoba and one of Canada's most cited scientists. He is a founding director of the Manitoba Centre for Health Policy which performs a major public service by allowing public policy to be informed and verified by its information rich data. For almost 30 years, Dr. Roos has pioneered new ways to do research with population based data. His work on record linkage across disparate databases has been widely adopted in Canada and internationally. His leadership in creating the MCHP Data Library and the Concept Dictionary (an internet

based institutional memory/learning structure) has revolutionized the training of researchers and the communication of research concepts and findings. Together, these tools make up a knowledge repository and research production system that aids local work and has great potential internationally. Dr. Roos has mentored many graduate students and local and national researchers; teaching them to use, untangle, and understand the data housed in the MCHP.

The Award is accompanied by a \$1,000 bursary intended to support further training, research, or education of an emerging leader in evidence-informed health policy. Dr. Roos has designated the bursary to Elizabeth Wall-Wieler, a graduate student in Community Health Sciences at the University of Manitoba.

2013 Hall Student Essay Awards

The Hall Student Essay Awards recognize health policy essays from Canada's brightest and best students. The award winners for 2013 were:

Doctoral Student Essay: "Evaluating Access to Primary Care in Canada: Identifying Methodological Challenges and Implications for Health Inequalities Using the Case of FMGs in Quebec" by **Renee Carter**, Department of Epidemiology, Biostats and Occupational Health, McGill University.

Masters Student Essay: "Caring for End-of-Life Caregivers in British Columbia: An Intersectionality-Based Policy Analysis" by **Angie Natingor**, School of Public Policy, Simon Fraser University.

Undergraduate Student Essay: “Debunking an Apocalyptic Myth: the Unsustainability of Healthcare” by **Evren DeSousa**, Faculty of Health Sciences, Simon Fraser University.

The Board thanks the selection panel for reviewing the essays. The panel consisted of Susan Law (Chair), Stephen Bornstein, Patricia Conrad, Laurie Goldsmith, Brent Hopkins, Maria Judd, Michael Law, Adam Mills, Ilja Ormel, David Parry, Rick Roger, and Laurel Taylor.

Financials

The Justice Emmett Hall Memorial Foundation depends on the many individuals and organizations that have given, and continue to give, so generously in support of the Foundation’s mission. The audited statements are appended, courtesy of the pro bono work of our auditor, Stuart G. Mann. We thank Stuart and our Treasurer, Morris Barer, for their efforts in support of the Foundation.

The Justice Emmett Hall Memorial Foundation Inc.
Statement of Change in Financial Position
December 31, 2012 - December 31, 2013

	31-Dec-13	31-Dec-12
Assets		
Bank Balances		
BC	\$ 5,202.33	\$ -
Saskatchewan (note 1)	\$ 26,831.54	\$ 18,435.64
Investments (Notes 2, 3)		
BC	\$ 30,000.00	
Saskatchewan	\$ 79,120.12	\$ 120,370.64
Total Assets (note 4)	<u>\$ 141,153.99</u>	<u>\$ 138,806.28</u>
 Liabilities and Net Assets		
Current Liabilities		
Accounts Payable	\$ <u> -</u>	\$ <u> -</u>
 Net Assets		
MacNaught-Taillon	\$ 30,000.00	
Unrestricted Trust Fund	\$ <u>111,153.99</u>	\$ <u>138,806.28</u>
	<u>\$ 141,153.99</u>	<u>\$ 138,806.28</u>

- Note 1 Large bank balance in Saskatchewan was due to delays in getting funds transferred from Saskatchewan to B.C.
- Note 2 Decision was made to leave term deposits based in Saskatchewan in Saskatchewan until maturity, to take advantage of secured rates that are higher than current available.
Decision was taken to segregate MacNaught-Taillon funds from general funds effective end of 2013. As of that date, the balance in the MacNaught-Taillon fund is \$30,000.
- Note 3 Investments as of December 31, 2013:
in Saskatchewan: \$75,000 60 month escalator GIC matures in September 2015.
Pays 2.95% in year 4 and 4.95% in year 5.
in B.C.: \$25,000 15 month GIC, paying 1.65%, maturing in April 2015;
\$5,000 100 day GIC, paying 1.1%, maturing in March 2014.
- Note 4 The total of \$138,806.28 is a re-stated figure for 2012. The 2012 financial statements filed in 2013 showed an incorrect back balance (\$.27 too low), and showed cash on hand of \$250 which had not, in fact, been taken into income in 2012.

The Justice Emmett Hall Memorial Foundation Inc.
Statement of Income and Expenditures
January 1, 2013 - December 31, 2013
(with comparison to previous two years)

	2013	2012	2011
Income			
Donations			
MacNaught-Taillon	\$ -	\$ -	\$ 10,000.00
General	\$ 4,140.00	\$ 1,750.00	\$ 2,935.00
Earned interest (note 5)			
MacNaught-Taillon			
General	\$ 3,167.43	\$ 1,936.24	\$ 1,295.98
Total Income	\$ 7,307.43	\$ 3,686.24	\$ 14,230.98
Expenditures			
MacNaught-Taillon			
Honorarium lecturer		\$ -	\$ 1,000.00
General			
Honorarium lecturer	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Undergrad paper prize	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Master's paper prize	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
Doctoral paper prize	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Website development			\$ 621.50
Web domain name registration		\$ 110.74	
ISC Fee	\$ 20.00	\$ 10.00	
Registration (BC)	\$ 151.58		
Postage and Courier			
Certificate framing and printing			\$ 53.92
Other Printing			\$ 451.64
Space rental			\$ 193.88
Incorporation Fee			\$ 10.00
Telephone (including			\$ 131.07

conference calls) Bank Charges	\$ 38.14		
Total Expenditures	\$ 4,959.72	\$ 4,870.74	\$ 7,212.01
Net Income	\$ 2,347.71	\$ (1,184.50)	\$ 7,018.97

Note 5 Interest is reported on a cash basis.
 Prior to 2014, funds were not segregated so separate calculations of interest earned on MacNaught-Taillon fund were not undertaken. But \$30,000 balance for MacNaught-Taillon as of end of 2013 is based on calculations that were approved by the Board.

By-laws

Preamble

Whereas the decision to create the Justice Emmett Hall Memorial Foundation was taken at the Annual General Meeting of the Canadian Health Economics Research Association / Association Canadienne pour la Recherche en Economie de la Sante (CHERA / ACRES) in Vancouver, B.C. on May 19, 1996, and **WHEREAS** the Foundation is empowered to make bylaws; therefore the Foundation makes bylaws as follows:

Title

1. These bylaws may be cited as the Bylaws of The Justice Emmett Hall Memorial Foundation.

Interpretation

2. In these and all other bylaws of the corporation, unless the context otherwise requires or specifies:
 - 2.1 “Act” means The Non-Profit Corporations Act, 1995, as amended or replaced from time to time, and in the case of such amendment, and references in the bylaws of the corporation shall be read as referring to the amended provisions;
 - 2.2 By these bylaws: Foundation means The Justice Emmett Hall Memorial Foundation Inc.
 - 2.3 The Term “Board” means the Board of directors, elected to conduct the business of the Foundation.

- 2.4 In these bylaws, any word or expression used but not defined has, unless the context otherwise requires, the same meaning as in the Act.

Objects

Aims and Purpose

- 3.1 The object of the Foundation is to solicit donations in order to create a capital fund, the interest earned by such a fund to be used for Foundation purposes. These purposes are: (a) to defray, the honorarium, travel and living expenses of The Justice Emmett Hall Memorial Lecturer; and (b) after the foregoing primary obligation, and as funding permits, to underwrite the cost of scholarship(s) granted to enable deserving students to attend the Lecture, and to underwrite research consonant with Justice Hall's ideals for health care; and (c) the award and maintenance of the MacNaught–Taillon mentorship award.

Directors

Numbers of Directors

- 4.1 The directors of the Foundation shall consist of: President, Vice-President, Secretary, Treasurer, the immediate past President, and up to six more directors with whatever portfolio the board deems necessary, including President Emeritus.

Terms of Office

- 5.1 Each director (except the immediate past president, who holds the office *ex officio*, and the President and Vice

President who are elected for two year terms), shall be appointed annually at the annual general meeting for a one year term, and is removable by a motion of the Board.

- 5.2 The directors may fill any vacancy on the Board by appointment to fill the unexpired term.
- 5.3 The Board shall consist of a minimum of 5 and not more than 11 directors.

Job Descriptions, Board Members

6.1 President:

The President is elected for a two year term, which can be renewed once for a total of four years. The President is responsible for the Annual Report, chairing all board meetings – whether at the annual conference or by conference call – preparing and circulating the agenda and minutes, and sits as an *ex officio* member of the CAHSPR board, and handles all liaison tasks with that organization. This often involves sitting as part of the annual conference organizing committee. The President has responsibility for striking selection committees for The Hall Lecture, the Student Essay Awards, and the Mentorship Award, as well as succession committees when necessary, and may serve as a member on any or all of these committees. The President is also responsible for working with the Treasurer and the Fund-Raising Chair: a) to meet the requirements of both the Canada Revenue Agency and such other government or non-government agencies as may be necessary (e.g. the

Corporations Branch, Saskatchewan) to maintain our charitable status; b) to manage the trust funds of the foundation; c) to assist with fund raising activities and advocacy; d) to sign the annual financial reports and the auditor's statements. Along with the Treasurer, the President has signing authority on the Foundation accounts.

6.2 Vice-President (President Elect):

The Vice-President is elected for a two year term. The Vice-President assists in the organization of the Foundation as outlined in the President's duties above, in preparation for elevation to the position of President.

6.3 Treasurer:

The Treasurer is responsible for maintaining all financial accounts and records for the foundation. The treasurer and president have signing authority on the Foundation accounts. They are also responsible for the creation of the annual financial report for submission to the auditors, to the Canada Revenue Agency and Corporations Branch Saskatchewan to maintain our charitable status. In conjunction with the President, it is the responsibility of the Treasurer to manage the Foundation's investments, with a view to maximum returns with minimal risk. The Treasurer and President will prepare an annual budget to be approved by the board. Expenses greater than \$250 that are not included in the budget will require Board approval. Expenses \$250 or less that are not included in the budget may be approved by the President and Treasurer.

6.4 Secretary:

The Secretary is responsible for the scheduling of board meetings, the taking and circulating of minutes and for assisting in the preparation of promotional materials in conjunction with the Fundraising Chair, and the Annual Report, in conjunction with the President.

6.5 Fund Raising Chair:

The Fund-Raising Chair is responsible for the design and execution of the Foundation's fund-raising activities, (s)he will work in collaboration with the President and other members of the Foundation board as necessary.

6.6 President Emeritus:

Provision is made for no more than 2 Presidents Emeriti to be part of the Foundation board at any one time. Such positions are reserved for individuals who have retired from academic (or other professional) life, but who have, over long periods of time, demonstrated outstanding dedication to the Foundation and wish to continue to play an active role in the Foundation. A President Emeritus is given full voting membership on the board, and is free to contribute to the board in any way he or she wishes, including membership on any of the board's sub-committees. These individuals will normally be a crucial source of institutional memory and guidance for the current President and board members, and will normally have served as Foundation President at some time in the past.

6.7 Student Representative:

One member of the board shall be a current trainee (undergraduate, graduate or post-graduate level). The student representative shall be nominated by the student theme group of the Canadian Association for Health Services and Policy research (CAHSPR) for election to the board. The student representative is given voting membership on the board.

6.8 Member at Large:

The Members at Large are full voting members of the board, who are well respected members of the Health Economics, Health Services Research or Health Policy communities. They attend board meetings, and participate on the four sub-committees of the Foundation on a voluntary basis.

6.9 CAHSPR Representative:

The President of CAHSPR sits as an *ex officio*, non-voting member of the Foundation board.

Notice of Director's Meetings

- 7.1 Every director shall be given by letter, telephone or otherwise at least five days notice of every meeting of directors.
- 7.2 The directors may at any meeting decide to hold regular meetings by adoption of a resolution stating the day, hour and place of the regular meetings and no further notice of those meetings shall be required.

Quorum

8. A majority of directors constitutes a quorum at a meeting of directors.

Committees

- 9.1 The Board may as it sees fit from time to time establish standing or special committees, define their terms of reference and membership.
- 9.2 Committees may regulate meetings within their respective terms of reference as they see fit.
- 9.3 Committees will in every instance report to the Board.

Officers and their Duties

- 10.1 The directors shall manage the activities and affairs of the Foundation.
- 10.2 Every director and officer of the Foundation shall act honestly and in good faith with a view to the best interests of the Foundation and shall exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.
- 10.3 The President shall be the chief officer of the Foundation and it shall be his/her duty to be vigilant and active in promoting the objectives of the Foundation.
- 10.4 The President shall preside at meetings of the Board.

10.5 The Vice-President shall assist the President in the performance of her/his duties and shall act in the absence or inability of the President.

Financial Affairs

Fiscal Year

11.1 The fiscal year of the Foundation shall end on the 31st day of December each year.

Records

11.2 The directors shall cause to be kept proper records and accounts of all transactions of the Foundation.

Financial Disclosure

12.1 The directors shall approve the financial statements and shall indicate their approval by the signature of one or more directors.

12.2 No financial statement shall be released or circulated unless it has been approved by the directors and is accompanied by the report of the auditor, at least biennially.

12.3 The services of an auditor may be waived by resolution adopted by members at the Annual General Meeting.

12.4 The Foundation shall, not less than 10 days before each annual general meeting, send a copy of its financial statements and report of the auditor, or otherwise as appropriate, to the Director, Corporations Branch.

Funds

- 13.1 All funds of the Foundation shall be deposited with a financial institution designated by the directors.
- 13.2 All cheques, promissory notes, bills of exchange or other negotiable instruments shall be executed in the name of the Foundation and signed in accordance with resolutions passed by the directors for that purpose.
- 13.3 At least eighty percent of the Foundations funds must be held in no risk securities.
- 13.4 No remuneration shall be paid to the directors other than compensation for travel and sustenance while on Foundation business, at the discretion of the board.

Liquidation and Dissolution

Distribution

- 14.1 The remaining property of the Foundation, shall, in the course of liquidation and dissolution, be distributed in accordance with the articles of the Foundation.
- 14.2 The articles provide that the remaining property of the Foundation shall, in the course of liquidation and dissolution, be transferred to a charitable organization whose goals are consistent with the purpose of the Hall Foundation, as determined by the out-going board, with a recommendation that any funds be used in ways consistent with the purposes and ideals of the Foundation so far as possible.

Amendment of Bylaws

15. The directors may, by resolution, amend, repeal or make any bylaws that regulate the activities and affairs of the Foundation. These changes will be ratified at the Annual General Meeting.