MSACW MEMBER INFORMATION PACKAGE
MASES OPERATIONAL STRUCTURE REVIEW AND FESC INFORMATION

1. INTRODUCTION

The MSA Executive is ***strongly*** recommending a transition to the *Facility Engagement Services Company* (FESC) model to streamline future administration and operating costs for the MSACW. At our April MSA/MASES Quarterly General meeting, representatives from Doctors of BC, provided a brief overview of FESC as an administrative structure and its role in supporting Medical Staff Associations with back-office functions.

2. CURRENT STRUCTURE

The current structure consists of the Medical Staff Association (MSA) and a separate, incorporated engagement society, the Medical and Allied Staff Engagement Society (MASES), which was established to receive engagement funding from Doctors of BC. Together, these two components form the current operating model for engagement funding and administration. If the transition to FESC is approved, the independent engagement society (MASES) would be dissolved and integrated under the FESC model, while the MSA itself would continue to exist under the Health Authority structure.

3. THE FESC STRUCTURE

FESC is an umbrella administrative structure designed to support MSAs with back-office functions such as accounting, bookkeeping, legal support, tax filings, payroll, and management. Currently, 54 of the 76 MSA sites are reported to be operating within the FESC model. Participating MSAs dissolve their societies and transition to FESC, which is supported operationally by Doctors of BC staff. The transition typically takes a few months and does not change physician-facing processes or how funding is accessed or used, with MSAs continuing to maintain financial control over their funds.

4. OPERATIONAL STRUCTURE COMPARISONS

The table below provides a side-by-side comparison of key administrative and operational functions under the current MSA structure and the proposed FESC model. Overall, most physician-facing activities, approval processes, and engagement-related decision making remain consistent across both structures. The primary differences relate to back-office administrative functions, compliance activities, and the way financial and accounting processes are supported by the Executive and the MSA administrative staff.

TABLE 4.1 – OPERATIONAL STRUCTURE COMPARISONS

Operational Area	**Current Structure (MASES)**	**FESC**
Annual Society Filing	Lawyer/MSA Staff	FESC Staff **no ongoing annual legal filing fees*

Executive Claim Approvals in FEMS	MSA Executive or Treasurer	MSA Executive or Treasurer
Executive Supplier Approvals in FEMS	MSA Executive or Treasurer	MSA Executive or Treasurer
Source Deductions	Bookkeeper/MSA Admin Staff	None
Issuing Manual FEMS Claim Payments to Suppliers	MSA Admin Staff	FESC Staff/Enkel (using a direct deposit system)
Budget Review and Approvals	MSA Executive and Treasurer	MSA Executive and Treasurer
Regular Review and Approvals	MSA Admin Staff	MSA Admin Staff
Regular FEMS Claim upload, monitoring, and approval	MSA Admin Staff	MSA Admin Staff
Project Budget approvals/claim issues	MSA Admin Staff/Executive and MASES Projects Committee	MSA Admin Staff/Executive and MASES Projects Committee

5. FINANCIAL CONSIDERATIONS – OPERATIONAL COST COMPARISONS

Please refer to Table 5.1 and Table 5.3 for a summary of the costs associated with the *current* administrative structure. These costs include annual legal filing fees, lawyer fees, accounting and bookkeeping services, bookkeeping software and board insurance.

Please refer to Table 5.2 and Table 5.3 for a summary of the potential costs associated with FESC. These costs include the monthly fee for the centralized administrative structure, and possible board insurance required for MSA operations and MSA Dues funds. There would be no ongoing banking fees, annual legal filing fees, or insurance administration for MSA administrators or the MSA treasurer under FESC. This would allow administrators and the MSA Treasurer to dedicate more time to value-added activities, such as supporting engagement and project work. If the engagement society were dissolved, there would likely be a **one-time** legal and administrative cost associated with the dissolution. Final costs would depend on the specific circumstances of the society.

TABLE 5.1 CURRENT STRUCTURE – *MASES ENGAGEMENT SOCIETY FY 2025-2026*

Lawyer	~$785.70
Accountant	~$5,118.75
Bookkeeper	~$7,473.38
Accounting/Bookkeeping software (quickbooks, transactionPro)	~$1,620.00
Board Insurance (MSA and MASES)	~$1,839.00
Total Cost:	**~$16,836.83**

**Funding is covered via DoBC Facility Engagement funds. MSA Membership dues are not used.*

TABLE 5.2 PROPOSED STRUCTURE – *FESC*

Current Quoted Operating Cost (FESC)*	**~$9,600.00**	~$800.00/month **Estimated quoted cost.*
Board Insurance*	**~$1,839.00**	**Estimated cost. Possibly required for MSA Dues coverage.*
Lawyer	*~5,000.00*	**Applicable estimated fees to dissolve the MASES Engagement Society, TBD. This is a **one-time** fee.*
Total Cost:	**~$11,500.00*** *– not including one-time dissolution cost*	****$16,439.00** – including dissolution costs.*

**Funding is covered via DoBC Facility Engagement funds. MSA Membership dues are not used.*

TABLE 5.3 COST SAVINGS COMPARISON CHART – *MASES VS. FESC*

	MASES Engagement Society	**FESC**	**Approx. Cost Savings**
Total Operating Cost Annually	*~$16,800*	*~$11,500*/year* ****Not including <u>one time</u> dissolution costs for the first year of transition.***	*~$5,300/year** **After first year transition*

**Funding is covered via DoBC Facility Engagement funds. MSA Membership dues are not used.*

6. OPTIONS FOR MEMBER CONSIDERATION – TO BE VOTED ON IN JUNE 2026

OPTION 1: *Maintain Current Structure* – Maintain the engagement society with no changes.

<u>OR</u>

OPTION 2: *Transition to a FESC Site* – Dissolve the independent engagement society and transition administrative functions fully into the FESC structure.

If option 2 is approved, the following resolutions will be proposed:

- ***Ordinary Resolution #1****: The Registrar of Companies for the Province of British Columbia be requested to dissolve the Society.*
- ***Ordinary Resolution #2*:*** *___(Executive choice)____ be appointed Record Keeper of the Society.*
    - *Please note that the selection of the individual or entity appointed as Record Keeper of the Society is an Executive decision.*
    - *It is recommended that **Doctors of BC or a Member of the Executive,** be appointed Record Keeper of the Society.*

7. NEXT STEPS

An official membership vote will take place at the June 2026 MSA/MASES General Quarterly Meeting to determine whether members wish to approve a transition to the FESC model or to maintain the current structure as is. A majority vote of ***active*** medical staff members present and voting will be required to approve the proposed options. If the option to transition to FESC is approved, members will be asked to vote on the accompanying resolutions **as required.** Members are encouraged to review this information package in advance of the meeting and to raise any questions or concerns with the MSA Executive before the official vote. Additionally, please reach out to engagement@msacw.ca, or our Executive Board, for any further questions

8. ADDITIONAL RESOURCES

Members are encouraged to review the additional resources below, provided directly by Doctors of BC, for further information and context regarding the proposed transition.

- **Society to FESC Assessment and Framework – Rate table included:** https://doctorsofbc.box.com/s/armgc2qxb8feahenu5ggtuiyvz15cgjn
- **Society to FESC Dissolution Guide:** https://doctorsofbc.box.com/s/dful9qti6rpnw6bgkpajfq5255iw07q9
- **FAQ:** https://doctorsofbc.box.com/s/29u4vpa70i0j7zvf9125hrbmy867e3jb