

COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA (CMLTM)
2nd ANNUAL GENERAL MEETING MINUTES October 4, 2008
Holiday Inn Airport West, 2520 Portage Avenue, WINNIPEG, MANITOBA
1200 Hours

Present: **Adam Chrobak – Chair**, Earl Slimmon, Harvey Suski,
Noelle Cater and Gerald Besyk

Public Representatives: Robert Harvey, Kelly Moist and Robert Young

Parliamentarian: Tricia Van Denakker

Members in Attendance: 64

Regrets: Jocelyne Mabon

1. CALL TO ORDER

Adam Chrobak called the meeting to order at 1202 hours.

2. INTRODUCTIONS

The following attendees were introduced:

- 2008 Council Members—Adam Chrobak (Chair), Earl Slimmon (Vice-Chair), Noelle Cater (Secretary), Gerald Besyk (Treasurer), Harvey Suski (Member at Large) and Jocelyne Mabon with regrets (Member at Large).
Public Representatives—Robert Harvey, Kelly Moist and Robert Young.
- Committee Chairs—David Fotheringham (Board of Assessors), Linda Schroeder (Continuing Education Committee), Darlene Dean (Inquiry Committee) and Bill Younger (Complaints Committee).
- Helmut Friesen (Registrar)
- Gloria Mactavish (CIHI Representative)

3. INTRODUCTION OF PARLIAMENTARIAN

Tricia van Denakker was introduced.

4. INTRODUCTION OF SCRUTINEERS

Robert Harvey and Robert Young were introduced.

5. CHAIR’S ADDRESS

In his opening address, the Council Chair reminded the members in attendance of the importance of Professionalism. It took a long time for our profession to obtain our College. Now, we need to act and present ourselves in a professional manner at all times if we hope to have our healthcare colleagues accept us as professional peers.

6. CONSIDERATION OF THE 2007 ANNUAL REPORT:

- Bill Younger asked to have the numbers clarified on page 8. Are the Inactive members all retirees? David Fotheringham replied that most of them were retirees. Also included in the number are maternity leaves and any other leaves.
- Bill Younger asked why we need to show the number of rejected applicants. Helmut Friesen replied that we are required by legislation to show these numbers. We also need them for the Canadian Institute for Health Information (CIHI).
- Gerald Besyk presented the 2007 Auditor's Financial Report and answered questions. He noted that the bank charges are high and indicated that we have a subcommittee looking into better rates. He stated that the Global Payments charges for credit card payments are quite high. Any business accepting credit card payments must pay a percentage fee for transactions made.

MOTION AGM 08-01**Gerald Besyk/ Marcia Tait**

That the Auditors' Report be accepted as circulated in the 2007 Annual Report.

CARRIED (Unanimous)

7. CONSIDERATION OF 2009 BUDGET:

- Gerald Besyk presented the proposed budget for 2009 and Adam Chrobak opened the floor to questions.
- Olie Hellsten asked why the Staff category was so much higher for 2009. Gerald explained that in 2008 we had contract employees and that we will be moving towards salaried employees in 2009 with benefits. This will increase the amount of dollars spent. We will also be hiring full time administrative help.
- Barb Gysel noticed that the professional fees have been increased and asked what these were for. Helmut explained that some would be allocated for general office training by external professionals, including Access software training for the database. Gerald added that this category also includes auditor fees, legal fees and accounting fees.
- Daphne Steeden asked how we would meet the budget as it did not appear that we were increasing membership fees. It appeared to her that some of the costs were excessive. Is it possible to reduce costs to avoid membership fee increases? Gerald Besyk explained that we do have the ability to raise the membership fees if needed. The Council has no control over some of the costs of running the College and it is the Council's opinion that the current operating budget is already as lean as possible. It was noted that the surplus from last year is to be put into the legal fund to help alleviate future legal fees.
- Marcy Tait stated that the Council is obliged to keep to the proposed budget where possible and that the Council is responsible to maintain a balanced budget. There should be no frivolous spending. There was some discussion about the ability to apply for loans where needed. Helmut Friesen clarified that according to legislation the Council does have the ability to apply for loans and/or make investments on behalf of the College.
- It was noted that if any appeals were made, a resulting court case could get very expensive. If expenditures of this nature are incurred, the Council has the responsibility to meet that financial need.
- Daphne Steeden asked what the travel and meetings category was for. Helmut explained that the Registrar and other College officials need to travel to meetings inside and outside of the province.

- **MOTION AGM 08-02** **Earl Slimmon/ Marcia Tait**
 Be it moved that the Proposed Budget for 2009
 be accepted as circulated.

CARRIED (2 opposed)

8. APPOINTMENT OF AUDITOR FOR 2009

- Gerald Besyk proposed that we use the same auditors, PKBW Group Chartered Accountants and Business Advisors Inc for 2008.

MOTION AGM 08-03

Gerald Besyk/ Margaret Gibb
 That CMLTM use the PKBW Group Chartered
 Accountants and Business Advisors Inc as our auditors
 for 2008.

CARRIED (Unanimous)

9. ELECTION: NOMINATING COMMITTEE REPORT

- Election of Officers: Robert Juniper of Robert Juniper Accounting and Tax Service noted that of the 1,040 ballots sent out to members. 323 were returned. Of these, 30% (a total of 97) had only exercised their right to vote for one individual.
- Adam Chrobak and Roberta Mack were the successful candidates elected from Division No.1 and Barbara Y. Lyons was elected by acclamation in Division No. 2. The newly elected Council members were welcomed by the Chair.
- Marcia Tait asked for clarification with regards to such a high number of ballots with only one vote cast. Robert Juniper stated that most of these ballots were due to people only checking off one candidate instead of two as the instructions indicated. In this case, the one vote was still counted. Those received after the deadline were not counted.

MOTION AGM 08-04

Wendy Wylie/ William Younger
 That the Election Ballots be destroyed.

CARRIED (Unanimous)

10. CONSIDERATION OF PROPOSED BY-LAW CHANGES

- Adam Chrobak explained the proposed amendments.
 - (a) Amend Article III: Fees, Section 1.6 by changing the date to November 15th. The Article currently states: “Where the payment of the annual fee is not received on or before November 30th”
 The amended by-law would read: *Where the payment of the annual fee is not received on or before November 15th.*
 - The reason for this proposed change is to allow adequate time to process all renewals, and provide registrants who fully comply with information requirements and fees by the due date, with their new registration/ license card by December 31st.

Gail Turnbull asked what process is followed when renewals are received by the College. Helmut Friesen explained that the process is stated in the Act By-Laws. The extra two

weeks that is currently proposed will give the office more time to process the applications. We are currently finding it difficult to finish the registrations in time to issue the new licensing cards by December 31, especially with the postal delays due to Christmas.

MOTION AGM 08-05

Ron Monahan/ Rick Kaufmann

That Article III: Fees, Section 1.6 of the By-Laws be changed to read “Where the payment of the annual fee is not received on or before November 15th”.

CARRIED (2 opposed)

(b) Amend Article III Fees, Section 1.6 a) by changing “within 10 working days after the due date”, to read: *within 15 working days after the due date*.

- The reason for this proposed change is the current 10 days is not a workable time frame.

MOTION AGM 08-06

Ken Chin/ Tammy Hardie

That Article III: Fees, Section 1.6 a) of the By-Laws be changed to read “within 15 working days after the due date”.

No questions were raised about the proposed amendment.

CARRIED (2 opposed)

(a) Amend Article VIII: Committees, by deleting Section 1.14 “One member of the Board of Assessors shall be a public representative, from the roster of public representatives, appointed for a three year term”.

- The reason for this proposed change is that the work of the Board of Assessors is technical in nature. The Council, including the public representatives on the Council, feels a public representative on this Board would not be beneficial.

MOTION AGM 08-07

William Younger/ Tom Walus

Be it moved that Article VIII: Section 1.14 of the By-Laws be deleted.

- Beatrice Fabo asked that if the College’s responsibility is protection of the public, should we not keep the public representative on the Board of Assessors.
- Adam Chrobak stated that if an applicant felt that the Board of Assessors decision was not fair, they could appeal and have the chance to present their case in front of the entire Council (which includes three public representatives).
- Beatrice Fabo asked if there are any bench technologists overseeing the initial assessment process. The Chair stated that the Board of Assessors follow a set protocol.
- Dave Fotheringham explained that much of the work involved is very technical in nature and not easily understood by a member of the general public.

CARRIED (2 opposed; 1 abstained)

11. FURTHER BUSINESS

- Harvey Suski presented Letters of Concerns about the hiring practices in Rural Manitoba regarding Medical Laboratory Assistants (MLAs) and the tasks they perform. As technologists have traditionally performed the majority of these tasks, the concerned parties are asking the CMLTM to investigate this current trend and would like to see the CMLTM approach DSM and the Health Minister to review current hiring practices.
- The Chair thanked the region for the letters, stating that we do need to be more involved with the profession. He stated that Ontario is still trying to regulate the MLAs and that this is a future goal of the CMLTM.
- Some questions were raised about the scope of practice of the MLAs. The Chair clarified the CMLTM currently has no jurisdiction over the MLA scope of practice.
- Noelle Cater clarified that few professions have the Right to Practice, for example the College of Physicians and Surgeons of Manitoba. Many of the Council members are very concerned about this issue. We are strongly dedicated to working behind the scenes to advocate a set scope of practice for technologists and laboratory assistants.
- Helmut Friesen added that when working with the drafting of the legislation, many stakeholders lobbied hard against the right to regulate the MLAs. Currently the Medical Laboratory Technologists only have the Right to Title, not the Right to Practice. Lab tests can be performed by anyone as long as the individual does not use the title of “Medical Laboratory Technologist” or “MLT”.
- Daphne Steedens stated that some of the rural sites are trying to do something about the issue by refusing to sign any work not performed by a Laboratory Technologist. They are asking the employers to provide a scope of practice.
- Linda Schroeder stated that the Continuing Competency forms are on the CMLTM website and that her committee should have the forms out to the members in 2009. Some questions were answered about the process.
- There were questions raised about the audit process and what would happen if a technologist does not fulfill their Continuing Competency obligations. Adam Chrobak clarified that as of 2012 a certain percentage of the members will be audited and if they do not meet the requirements, such will be passed on to the Board of Assessors. If they are deemed not to have fulfilled the obligations, their license will be revoked.
- Beatrice Fabo mentioned that there is a lack of communication between the College and its members. She feels that the CMLTM should send out some sort of information letter stating where the members can find the information needed to complete their Continuing Competency obligations. Earl Slimmon thanked her for bringing this point up and stated that it is up to the Council to provide the members with appropriate information.
- It was noted that Continuing Competency information has been on the website since June 2008 and that there are scheduled presentations at Congress on October 28th and 29th.
- Bill Younger noted that the MSMLT and the Academies could offer a venue for these presentations for their members. Upon an invitation, the College is quite happy to offer presentations at various sites.

12. ADJOURNMENT

- The meeting was adjourned at 1340.