



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

245 Lilac Street
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**College of Medical Laboratory Technologists of Manitoba
12th Annual General Meeting on Saturday September 22nd, 2018 at 1300hrs**
Canad Inns Destination Centre, Polo Park
1405 St. Matthews Avenue Winnipeg, Manitoba

**Presentation by Catherine Lewis, “The Language and Communication
Demands of Professional Practice for MLTs.”
(1-hour CE credit toward CMLTM Continuing Competency Program)**

- 1. Call to order.**
 - Brad Collignon (Chair) called the CMLTM 2018 AGM to order at 1302hrs.

- 2. Credentials Report**
 - Brad Collignon (Chair) reported that a CMLTM member count as determined by the registration table recognized 71 voting members in attendance and 13 voting members online. Quorum has been met

- 3. Approval of Standing Rules of Procedure**

Motion 18:29 Clara de Jong/ Laura Campbell
Be it moved to approve the Standing Rules of Procedure as distributed.
CARRIED

- 4. Approval of Agenda**

Motion 18:30 Laura Campbell/Marijay Umali
Be it moved to approve the agenda as distributed.
CARRIED

- 5. Introductions:**
 - **2018 Council Members**
 - Brad Collignon (Chair)
 - Marijay Umali (Vice-Chair)
 - Sandra Brooks (Secretary)
 - Erin Martin (Member at large)
 - Sajjid Janjua (Member at large)
 - Tannu Sayed (Member at large)

 - **2018 Committee Chairs**



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- Tracey Pronyk-Ward (Board of Assessors)
 - Linda Schroeder (Continuing Competency Committee)
 - Bonnie Grahame (Inquiry Committee)
 - Janie McBey (Complaints Committee)
 - **Public Representatives**
 - Robert Young
 - Robert Harvey
 - Leanne Matthes (Treasurer)
 - **Guests**
 - Vera Chernecki (Parliamentarian)
 - Robert Jonuk (Honorary Member)
 - Luis Martinez (Honorary Member)
 - Eileen May (Program Coordinator, Office of the Manitoba Fairness Commissioner)
 - Robert Millman (Policy Analyst, Office of the Manitoba Fairness Commissioner)
 - **Students**
 - (none present)
6. **Introduction of Parliamentarian**
 - Vera Chernecki will act as the 2018 AGM Parliamentarian.
 7. **Introduction of Scrutineers**
 - Leanne Matthes and Melanie Grafton will carry out the scrutineer's duties.
 8. **Chair's Address**
 - Brad Collignon (Chair) addressed the membership.
 9. **Registrar's Report**
 - Adam Chrobak (Registrar/CEO) addressed the membership.
 10. **2017 Annual General Meeting Minutes (previously approved by Council)**
 - There were no questions from the floor regarding the 2017 AGM minutes.
 11. **Questions regarding 2017 Annual Report (previously approved by Council).**
 - There were no questions from the floor regarding the 2017 Annual Report.



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12. 2017 Audited Financial Statements/Auditor's Report (previously approved by Council)

- The 2017 CMLTM Audited Financial Statements were circulated with the Annual General Meeting notice and Agenda.
- **Andrew Hartel** – Looking at total of expenses going up by 100,000 and PD/Staff increases. Wanted comments from Council.
 - **Brad Collignon** (*response*) – Has to do with travel, database website upgrades and maintenances, membership fees increase and the LMS fees were not recognized in the previous years. Professional fees were increased due to consultants and speaking with the lawyer for Language Requirements. Also, we took Tricia on board as a Deputy Registrar. PD increases because the Registrar was completing his MBA and he took a break from it due to an increase of work at the office.

13. Appointment of Auditor

MOTION 18:31 Marijay Umali/Laura Campbell

Be it moved that MNP LLP be appointed as the auditor for the 2018 CMLTM financial audit.

CARRIED

14. Proposed By-Law Changes

14.1 Motion 18:32 Sandra Brooks/Clara de Jong

Be it moved that the proposed additions/changes to By-law, Article II: Members, II. Inactive Members items 2.2 – 2.7, are approved as presented. (Proposed changes are attached to the agenda).

CARRIED

14.2 Motion 18:33 Janie McBey/Sandra Brooks

Be it moved that the proposed addition to By-law, Article II: Members, VII. Retired Members items 7.1 – 7.6, are approved as presented (proposed changes are attached to the agenda) as well as re-numbering current items VII (7.1 – 7.5 (f)) to accommodate the change.

CARRIED

15. Nomination Committee Report (Election Results)



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- Brad Collignon (Chair) announced on behalf of Oleksandra Machynia (Nominating Committee Chair) that the Council has received one (1) nomination for Division One and no nomination for Division Two. The following are the results of the election:
 - Anna Avalos – Division One
 - Sandra Brooks has agreed to remain on Council for Division Two until a new candidate can be found.

16. New Business

At this time, items may be brought forth for future consideration by Council.

- **Matthew Bueno de Mesquita** – Requested more information why we went with a 2% increase to the fees as opposed to 5% or 0%.
 - Brad Collignon (*response*), Council compared our fees with MLT Colleges across Canada and other regulated health professions within Manitoba. Council also reviewed the budget over the last few years and the accumulated deficit year after year. Council decided on a dollar amount in the interim as Council is in the process of creating a long-term financial plan (5 years). As part of the preparation of the 5-year plan Council reviewed the CRNM financial model and their plan. Encourages everyone to visit the CRNM website, <https://vimeo.com/264144317> and review the video explaining the CRNM long-term financial plan.
 - Adam Chrobak (*response*), Regarding cost of living and how our budget relies on the fees we collect every year. Every service we use in the operations of CMLTM tends to go up with inflation. Council wanted to be a little bit reserved regarding where our 5-year plan should be and how we're going to achieve it. They also realized over the last number of years, because of the way we've been dealing with fee increases it has put us in a bit of a position where we need to sit down and think about how we get to where we want to go. As such, the 15\$ increase does not have a large impact in the big picture. In the grand scheme of things, it doesn't make a huge change in how we operate, but it does allow us the comfort that if any of our bills increase than we will be able to cover those annual inflationary increases. We have some projects currently under way in terms of upgrading our



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building to help address cutting operating costs in the future. The servers that host our database and office network are reaching their maximum life expectancy and in the very near future we need to decide if we move to cloud service or replace the servers. There are benefits to both and costs to both. There is a pre-conceived notion that cloud services cost less, but based on our data needs it is actually a little bit more. That is one of the newer projects that we will need to consider to find the best path to where we need to go.

- **Susan Gribben** – When we bought the building, it was said that we would be renting out extra space. Has that been worked on at all? Was the furnace not included in the original decision to buy the building?
 - Brad Collignon (*response*), Yes, the furnace and roof were looked at. The price was lower because it was known they would need to be replaced. It was budgeted for 2018, but the LMS project took priority. We currently rent out space to the WYO. Because they are not using it as office space, the rent is limited. In the last month Adam has been in talk with another non-regulated profession and met with them regarding renting space to them. It would require redeveloping the main floor and we are looking forward to that.
- **Andrea Pickering** – Moving forward, is there going to be a requirement for a that future Registrar's are going to need an MBA.
 - Brad Collignon (*response*), Can't speak to it because he's an outgoing Council member. Adam would be involved in finding a replacement for himself. Council at that time will have to consider if having an MBA will be a requirement.
- **Susan Gribben** – If Adam leaves, we really need to hire someone with an MBA because it's not fair for us to pay for *two* MBAs.
 - Brad Collignon (*response*), The next Registrar must be an MLT on the Active roster as per our Act. We would need to find an MLT with an MBA and that might be a little difficult.
 - Adam Chrobak (*response*), during the original negotiations the wage was less than would be expected for the position. One of the bonuses offered by Council at that time included funding an MBA. It was a sign on bonus as the Registrar position wasn't being paid the average for that kind of position. This way Adam could realize a benefit to



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- having taken the MBA and CMLTM would benefit from the additional knowledge gain from the MBA.
- Barb Lyons (*response*), The Registrar PD funds for the MBA were used from previous years where the PD funds were not used. Should Adam be unable to stay in his position, PD funds would still be available for his replacement.
 - **Andrea Pickering** – We need a policy regarding the Registrar needing an MBA.
 - **Brad Collignon** (*response*), Council is responsible for the developing the Registrar’s job description and educational requirements.
 - **Heather Mauthe** – CMLTM has the ability to deny a graduate from an MLT to not write the CSMLS exam in this province. Are there any regulating MLT colleges across Canada that have this same ability? If not, why does CMLTM have it?
 - Adam Chrobak (*response*), CMLTM is the leader in most regulatory issues, including the Language Policy. We are the first to institute it in Canada and SK is about to do it as well. CMLTM is the only MLT regulator in Canada that currently has final approval for access to the CSMLS exam. However, if we look to other professions (such as Nursing, CRNM), the college is the final approval for eligibility for writing the entrance to practice exam. We have a policy where we look to see if they completed the education, submitted their record checks, meets the language requirement, etc. It makes more sense to make sure the person is qualified to enter the profession before they write the entry to practice exam. The CSMLS exam should not be viewed as a certification exam, it is an entry to practice exam. It is the tool CMLTM uses to measure a candidate’s competency in Manitoba. If someone is unable to meet our standards to have access to the exam, we can’t stop them from writing in another province. But if they come back to Manitoba to practice here, they will still need to meet our requirements.
 - **Daniele Bernier** – Curious how this exam policy will apply to out of province schools such as BCIT.
 - Adam Chrobak (*response*), They will be required to meet our requirements and the recent candidates have been approved.



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- **Maurice Bernardino** – Language requirement can be used to block someone from taking the exam or getting certification?
 - Brad Collignon (*response*) – It just means we need them to meet the requirement. Not block them. They just need to take the English language assessment. We are requiring CSMLS exam candidates to meet that requirement *before* taking the exam.
 - Adam Chrobak (*response*) – There are a number of studies that have shown that you need to meet the language requirement to be successful at the exam in the first place.
- **Hua Yan** - How do they get into the RRC program if they don't meet the Language Proficiency Policy?
 - Adam Chrobak (*response*), The entrance requirements for RRC were based on a pre-requisite of a communication course which could have been any type of course (including strictly written). We identified a number of issues with graduates not meeting language requirements raised by employers and other MLTs regarding RRC grads not being able to communicate effectively on job and as such could not successfully keep their job. CMLTM attempted to change the policy through the RRC medical laboratory sciences advisory committee with no results. Council felt that it was an important issue that required CMLTM to develop and implement an English Language Proficiency Policy. The Regulations indicate that Council may approve an English Language Proficiency Policy.
- **Jocelyn Almeda** – Recent graduate of RRC and when she first entered the program she was required to take the IELTSs. It was her 3rd IELTS. English exams do expire after 2 years. Was one of the international students who decided to repeat the program. If students enrolling in RRC have already done the language test, do they have to repeat it again because they will graduate *before* they can become a member.
 - Brad Collignon (*response*), No. Once they're registered as a student and met the language policy for that, it's acceptable.

Motion 18: 33 Maurice Bernardino/Jocelyn Almeda

Be it moved to extend the debate by 15 minutes.

CARRIED

For 40

Against 11



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- **Maurice Bernardino** – Point of clarification. If the English exam is already expired, she can still be allowed to write the exam.
 - Adam Chrobak (*response*) – They are accepted in RRC because they meet the requirements. The RRC students become CMLTM Student members within the first month of the program based on the entry requirements. CMLTM will not ask them to take another language exam as long as they provide the language standards upon registering as a student. The same is said for Bridging Program students. The immigrant language test upon immigrating to Canada is not the same as the English Language Proficiency standards required by CMLTM.
 - **Maurice Bernardino** (*response*) – We use the Academic version. If they have that and they apply for the exam, will they be allowed to take the exam?
 - Adam Chrobak (*response*) – If you're an IE applicant, it could take you 18 months to go through the PLA. When you first come in to Canada, you're not going to be able to write the exam right away. It's possible they may need to take the IELTS exam again if it's expired by the time they come to take the CSMLS exam. Currently under the CSMLS Policy for PLA, they do not ask for language assessment for everybody. If your language was assessed for that process, CMLTM may look at those language assessments. We haven't had anyone come forward regarding about that as PLA candidates requiring it are only 5%. Most candidates would have expired language assessments. They would have to do the language test again to apply to CMLTM or take the CSMLS exam.
- **Clara de Jong** - Came to Winnipeg from Chile with excellent education in Chile for being an MLT. But that didn't prepare her for working in an English setting. Understands what RRC is trying to do, and this is not necessarily against the person who has the past education but is not going to be successful from not meeting the language requirement. Can



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understand how this can put patients at risk. Has been part of the process to have the Language test at the entry of the RRC program so that future applicants will be able to succeed. If a person doesn't pass the language policy to start RRC. They don't say "too bad so bad". They say "you didn't pass, but here are resources". They have kindness and expertise in guiding someone to a place where they can get prepared.

- **Hua Yan** – You have a program/course already for people to become the CSMLS exam. What is your benchmark for the language assessment and why did you pick it?
 - Adam Chrobak (*response*) – The language policy was based on the research by the CSMLS and CMLTM did in previous years. We are hoping to revisit those standards and revisit and verify that they are still current. Currently it is based on the CSMLS PLA policy. We use three different exams based on research from CSMLS; MELA, CanTEST, IEMLT (AC). The levels required to meet are based on that research. We are not the ones who assess the language. It is assessed by those institutions.

17. **Adjournment**

- Brad Collignon (Chair) adjourned the CMLTM 2018 AGM at 1436hrs.

Approved on October 19, 2018 by Council