

**COUNCIL MEETING June 25, 2008**

Marigold Restaurant, 2591 Portage Avenue, WINNIPEG, MANITOBA

1730 Hours

Present: **Adam Chrobak – Chair**, Earl Slimmon, Harvey Suski,  
Noelle Cater and Jocelyne Mabon

Public Representatives: Robert Harvey and Kelly Moist. Robert Young at 1930.

Guests: Linda Schroeder, Dave Fotheringham and Helmut Friesen

Regrets: Gerald Besyk and Gloria Mactavish

**1. CALL TO ORDER:**

Meeting was originally scheduled for 1730 at Holiday Inn Airport West. Relocated and Adam Chrobak called the Council meeting to order at 1825.

**2. APPROVAL OF PREVIOUS MINUTES**

2.1 Meeting Minutes May 20, 2008

• **Amendments:**

- Under 3.1 Approval of Agenda, change to “Appointment to the CSMLS National Certification Board” and clarify “presented by” Earl Slimmon.
- In the Motion 08-028, it should read “the CMLTM representative” to the Board.
- The minutes were accepted as amended.

**3. APPROVAL OF AGENDA**

3.1 Agenda June 25, 2008

- Three items added to new business—MSMLT Information Booth presented by Helmut, CE Information Package distribution by Harvey and Consent Agenda Items by Adam.
- Agenda accepted as amended.

**4. REVIEW OF PAST ACTIONS**

4.1 Action List May 20, 2008

4.2 Outstanding Actions September 18, 2007 to May 20, 2008

- Everyone to review the two files and e-mail Noelle with any changes.

**5. FINANCE REPORT/ BANK UPDATE:**

- Helmut discussed the banking and financial reporting issues for Gerald. As previously discussed, separating the fee collections in the reports into different years is causing issues. After further discussion, Gerald’s Financial Report will be deferred to the next meeting
- The search for the most beneficial banking institution is ongoing and should hopefully be completed by the next meeting.

**6. REGISTRAR'S REPORT :**

2.1 Registrar's Report June 25, 2008

- Helmut presented his report.
- The legal petition to the Council for review of competency and prior learning assessment for potential membership has now been closed. The appellants submitted an appeal to the Court of Queen's Bench and then retracted it. The Act will no longer need to be revised in regards to this matter as the clause timeframe has expired.
- Our counsel has offered to assist the CMLTM Council when the Act is reviewed every 5 years.
- Report accepted as presented.

**7. BOARD OF ASSESSORS REPORT:**

7.1 Board of Assessors Report June 25, 2008

- Dave Fotheringham presented his report.
- We now have up to 20 applications for re-entry to practice.

**MOTION 08-030**

**Robert Young/ Harvey Suski**

That we agree to pay CMLTO \$250 per year for permission to use their Re-Entry to Practice Course Listings for General, Cytology and Clinical Genetics.

**CARRIED**

- Dave will amend his terms of reference draft and send to the Council members when done.
- Report was accepted as presented.

**8. CONTINUING COMPETENCY REPORT**

8.1 Continuing Competency Report, June 25, 2008

- Tammy Hardie has resigned from the Continuing Competency Committee. She is willing to return in the future.
- The committee has produced a form for members to use to keep track of their CE credits.
- Helmut clarified some of the different types of work that is accepted by the College, including instructors of Medical Laboratory Technicians as well as Technologists. They are also accepted into the College based on their qualifications. He has had many calls in this regard.
- Linda and Dave Fotheringham will meet to discuss these issues.
- The committee has some volunteers for the CE audit pilot but still needs more.
- Report accepted as presented.

**9. CIHI REPORT**

5.1 CIHI Report June 25, 2008

- Gloria's report was circulated. There were no concerns or questions from the Council.
- Report was accepted as circulated.

**10. NOMINATION COMMITTEE**

- Harvey presented his report.
- The call for nominations has not produced any interested members. If none are received by the July 15 deadline, the current members are asked to consider standing for a second term. Members can be nominated for three consecutive terms. There was some concern that this would defeat the purpose of having offsetting terms.
- For those that had expressed interest, Robert Young mentioned to give them a time commitment. Terms of reference would also be useful here as well as the ability to teleconference, especially those from the rural sites.
- Report accepted as presented.

**11. STUDENT FEES**

- After researching the other existing Colleges, the following applies to Student Fees in other provinces:
  - Nova Scotia has no reduction in their fees.
  - Ontario does not have a “Student” category (only active or inactive) and their students register through CSMLS only.
  - Alberta offers their students a 50% reduction for the first year. The fees are normally \$400 and with the reduction are \$200 per year.
- A suggestion was made at the May 20, 2008 meeting that the Administration fee of \$100 be waived for students.
- Upon review, we are proposing to keep the \$10 fee for the First year students and waive the \$100 Administration fee for the Second year students. This will be presented at the AGM.

**12. LICENSE FEE ADJUSTMENT**

- For re-entry to the profession or those starting later in the year, Ontario charges the Administration Fee and prorates the Registration Fee if the member registers after the initial date. They did not specify when they start prorating.
- After some discussion, the Council decided to leave the fee structure as is for now. Helmut will put the future fee structure on the Agenda for the AGM.

**13. NEW BUSINESS**

- Adam can only be partially available to man the MCMLT Booth as he has been asked to present and information session at the MSMLS Congress in October. If anyone else is able to help, please let Helmut know.
- There have been many inquiries about a CE information package for members. After much discussion, it was decided that Helmut will include it in the mailing with the Renewal notice. A note will be included in the package that all pertinent information will be found on the website
- Please review the CE Self Assessment and e-mail Linda if there are any suggested changes so it will be ready for the next meeting for voting. Linda will send out to all members again.
- Adam discussed Consent Agenda Items. It was decided that all members presenting reports circulate them at least one week ahead of time and the Council will vote on all reports at the same time. We will put this into place for the next meeting.

- Helmut mentioned that we should try to have a CMLTM member on MIPS to help represent medical laboratory technologists. They have one meeting a year and the AGM is in June. We currently only have one MSMLT member representing the profession and this is a great opportunity to bring up our issues.

**MOTION 08-031**

**Kelly Moist/ Robert Harvey**

That we pay the annual fee to join MIPS.

**CARRIED**

- Adam will be attending the MIPS and will send everyone the notice of the events.
- The next meeting will be Tuesday, September 9, 2008 at 1730 at the Holiday Inn Airport West.

**14. ADJOURNMENT**

The meeting was adjourned at 2105.