



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS  
OF MANITOBA**

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**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA  
COUNCIL MEETING**

**Wednesday December 7th, 2011 1730hrs**

**CMLTM Boardroom, 146-2025 Corydon Avenue, Winnipeg, MB.**

**Present:** Earl Slimmon, Noelle Cater, Gerald Besyk, Harvey Suski, Barbara Lyons, Jackie Tower, Matthew Klassen, Jumir Encarnacion

**Public Representatives:** Robert Harvey, Robert Young

**Guests:** Adam Chrobak, Tammy Hardie, Gloria Mactavish, Amber Stoyko, Prudence Beaulieu

**Regrets:** Linda Schroeder, Tiana Baskin, Kelly Moist

1. Call to order Earl Slimmon  
Earl Slimmon called the meeting to order 1730hrs
2. Approval of October 12, 2011 minutes Earl Slimmon  
Minutes were adopted as revised.
3. Approval of agenda Earl Slimmon  
Agenda was adopted as circulated.
4. Consent Agenda Items:
  - 4.1 Financial report Gerald Besyk  
Gerald Besyk explained % of budget column.  
Request by council members for itemized explanation of budget.
  - 4.2 Registrar's report Adam Chrobak  
Adam Chrobak reported the standing of college members for year 2011.
  - 4.3 Board of Assessors report Gloria Mactavish
  - 4.4 Continuing Competency Committee report Linda Schroeder  
- Plan for CE Audits
  - 4.5 Nominations Committee report Barbara Lyons

**Motion 11:27 Barbara Lyons/Harvey Suski**

Be it moved to accept the consent agenda items as circulated.

**CARRIED**

5. Business Requiring Action Earl Slimmon

5.1. Approval 2011 AGM Minutes

- Previously tabled

**Motion 11:28 Jackie Tower/Noelle Cater**

Be it moved to accept the 2011 AGM Minutes as revised.

**CARRIED**

5.2 Officers of the Council – Treasurer, Nominations Committee

Jackie Tower accepted position of Treasurer.

Jumir Encarnacion accepted position of Chair of the Nominations Committee.

Chair to Inquiry Committee: Tabled till next meeting.

5.3 Policies for Approval

Policy language revisions will be presented at the next meeting.

**Motion 11:29 Harvey Suski/Robert Young**

Be it moved that the Council supports CMTLM to adhere to a functional model of governance attempting to incorporate the core principles of the Carver Policy Governance Model.

**CARRIED**

5.4 Investigators for Current Complaints Noelle Cater

Tammy Hardie received approval from Council to get investigators from outside sources if necessary.

5.5 Committee Terms of Reference & Policies and Procedures Earl Slimmon

**Motion 11:30 Barbara Lyons/Robert Young**

Be it moved to obtain and pay for the expertise for establishing the terms of reference for all Committees.

**CARRIED**

5.6 Newsletter – Council Representation Barbara Lyons

Council discussed appointing a Coordinator or creating a Committee for Newsletter content.

Committee or Coordinator for Newsletter: Tabled till next meeting.

**Motion 11:31 Harvey Suski/Gerald Besyk**

Be it moved that Tiana Baskin and Barbara Lyons spearhead the

Newsletter on behalf of the Council.

**CARRIED**

5.7 Member Concern referred by CEO/Registrar

- Tabled till next meeting

5.8 2012 Meeting Schedule

**Motion 11:32** Robert Young/Barbara Lyons

Be it moved that Council meetings be approved but not limited to the dates set for 2012 as amended including the AGM date of September 29, 2012.

**CARRIED**

5.9 Database briefing note Adam Chrobak

Adam Chrobak reported on database upgrade options.

Adam Chrobak presented his recommendation for the database upgrade.

**Motion 11:33** Robert Young/Harvey Suski

Be it moved that the Council accept the recommended option 3 for the database upgrade.

**CARRIED**

6. Council - Committee Chairs – Committee  
Members Training/Education Council
7. Next Meeting Date Earl Slimmon  
January 18<sup>th</sup>, 2012
8. Future Agenda Items Council  
- Strategic Planning  
- Newsletter Content  
- Signage Update
9. Meeting Review Earl Slimmon
10. Adjournment  
Earl Slimmon adjourned meeting at 2040hrs