



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

146-2025 Corydon Ave.
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**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA
COUNCIL MEETING**

Wednesday March 14th, 2012 1730hrs

CMLTM Boardroom 146-2025 Corydon Avenue Winnipeg, MB.

Present: Noelle Cater, Barbara Lyons, Jackie Tower, Matthew Klassen, Jumir Encarnacion, Tiana Baskin

Public Representatives: Robert Harvey, Robert Young, Kelly Moist

Guests: Adam Chrobak, Bitia McVeigh

Regrets: Tammy Hardie, Gloria Mactavish, Linda Schroeder

1. Call to order Noelle Cater
Noelle Cater called the meeting to order at 1758hrs
2. Approval of January 18th, 2012 minutes Noelle Cater
Motion 12:07 Barbara Lyons/Matthew Klassen
Be it moved to accept January 18th, 2012 minutes as amended.
CARRIED
3. Approval of agenda Noelle Cater
Motion 12:08 Robert Young/Jackie Tower
Be it moved to accept the agenda as amended.
CARRIED
4. Consent Agenda Items:
 - 4.1 Financial report Jackie Tower
 - 4.2 Registrar's report Adam Chrobak
 - 4.3 Board of Assessors report Gloria Mactavish
 - 4.4 Continuing Competency Committee report Linda Schroeder
 - 4.5 Complaints Committee report Tammy Hardie
Presented by Matthew Klassen.
 - 4.6 Nominations Committee report Jumir Encarnacion**Motion 12:09** Robert Young/Barbara Lyons
Be it moved to accept the consent agenda items as presented.
CARRIED
5. Business Requiring Action



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5.1. Inquiry Committee Chair

Noelle Cater

Motion 12:10 Kelly Moist/Matthew Klassen

Be it moved to appoint Bitia McVeigh as Inquiry Committee chair.

CARRIED

Motion 12:11 Jumir Encarnacion/Jackie Tower

Be it moved to approve Bonnie Graham as Inquiry Committee member.

CARRIED

5.2 Policies for Approval

Noelle Cater

Motion 12:12 Barbara Lyons/Jackie Tower

Be it moved to approve policy EL-4.

CARRIED

Motion 12:13 Tiana Baskin/Jumir Encarnacion

Be it moved to approve policy RC-RR4 as amended.

CARRIED

Continuing Competency Committee Policies tabled until next meeting.

5.3 Committee Terms of Reference

Noelle Cater

Motion 12:14 Robert Harvey/Robert Young

Be it moved to approve TOR-1 as amended.

CARRIED

Motion 12:15 Robert Young/Matthew Klassen

Be it moved to approve TOR-2 as amended.

CARRIED

Motion 12:16 Kelly Moist/Barbara Lyons

Be it moved to approve TOR-3 as amended.

CARRIED

Motion 12:17 Jackie Tower/Tiana Baskin

Be it moved to approve TOR-4 as amended.

CARRIED

Motion 12:18 Kelly Moist/Jackie Tower

Be it moved to approve TOR-5 as amended.

CARRIED

5.4 Newsletter

Tiana Baskin



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Tiana Baskin produced examples of the newsletter.

Council discussed creating awards to spotlight CMLTM members.

5.5 CEO/Registrar Compensation Review Noelle Cater/ Barb Lyons

Any decisions made by the council will be tabled until the next meeting.

5.6. Member Concerns Noelle Cater

Final notice is being given on this matter.

5.7 Update on Pro-rated fees Adam Chrobak

Motion 12:19 Jumir Encarnacion/Barbara Lyons

Be it moved to implement the pro-rated fee of half the regular fee for the remainder of the year if applications are received on or after June 1st for first time applications only.

CARRIED

5.8 Media relations proposal Adam Chrobak

6. Education/ Training Opportunities Adam Chrobak/Noelle Cater

7. Strategic Planning Update Noelle Cater

Motion 12:20 Barbara Lyons/Robert Young

Be it moved that a Finance Committee of Jackie Tower, Robert Harvey and Adam Chrobak, as staff resource, be formed to develop an investment policy.

CARRIED

8. Future Meeting Schedule Noelle Cater

May 16th, 2012 at 1730hrs in the CMLTM board room.

9. Future Agenda Items Council

Website update (consistent look)

Expense account submission form

Bylaws

10. Meeting Review (Pass) Noelle Cater

11. Adjournment

Noelle Cater adjourned the meeting at 2100hrs.

Approved on _____, 2012 by _____