



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

245 Lilac Street
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**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA
COUNCIL MEETING**

**Wednesday September 14th, 2016, 1730hrs
CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

Present: Brad Collignon, Barbara Lyons, Sandra Brooks, Erin Martin

Public Representatives: Robert Harvey, Robert Young, John Schwandt

Guests: Adam Chrobak, Linda Schroeder, Bonnie Grahame, Tracey Pronyk-Ward, Tricia VanDenakker, Laurie Thompson

Regrets: Marijay Umali, Oleksandra Synova, Melanie Grafton

1. Patient Safety education presentation Laurie Thompson (MIPS)
2. Call to order Brad Collignon
 - Meeting called to order by Brad Collignon at 1842hrs.
3. Approval of May 18th, 2016 minutes Brad Collignon
Motion 16:14 Erin Martin/Sandra Brooks
Be it moved to approve the May 18th, 2016 minutes as amended.
CARRIED
4. Approval of Agenda Brad Collignon
 - Agenda has been approved as presented.
5. Strategic Planning Update Brad Collignon/Adam Chrobak
6. Consent Agenda Items:
 - 6.1 Registrar's report Adam Chrobak
 - 6.2 Board of Assessors report Tracey Pronyk-Ward
 - 6.3 Continuing Competency Committee report Linda Schroeder
 - 6.4 Complaints Committee report Melanie Grafton
 - 6.5 Inquiry Committee Bonnie Grahame
 - 6.6 Q2 Financial report Marijay Umali
 - 6.7 Executive Committee report Brad Collignon**Motion 16:15** Robert Young/Barbara Lyons
Be it moved to approve the Consent Agenda Items as presented.
CARRIED
7. Business Requiring Action
 - 7.1 Board performance evaluation Adam Chrobak/Brad Collignon
 - Tabled until the next Council meeting.
 - 7.2 Policy Reviews (Policies emailed) Brad Collignon
Motion 16:16 Robert Young/Sandra Brooks
Be it moved to approve the following policy reviews as amended; BOA-14, EL-1, EL-2, EL-3, EL-4, EL-5, EL-6, EL-7, GP-1, GP-2, GP-3, GP-4, GP-5, GP-6, GP-7,



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PR-1, PR-2, PR-5, PR-6, and PR-7..

CARRIED

7.3 Annual Report Brad Collignon

Motion 16:17 Barbara Lyons/Erin Martin

Be it moved to approve the Annual Report as presented and voted on through Survey Monkey.

CARRIED

7.4 2017 Proposed Budget Brad Collignon

Motion 16:18 Barbara Lyons/Erin Martin

Be it moved to approve the Proposed Budget as presented (initial vote conducted on Survey Monkey), to be presented at the Annual General Meeting.

CARRIED

7.5 Fall 2016 Newsletter Brad Collignon

Motion 16:19 Barbara Lyons/Erin Martin

Be it moved to approve the Fall 2016 Newsletter as presented (initial vote conducted on Survey Monkey).

CARRIED

7.6 CMLTM Code of Ethics (CAMLPR) Brad Collignon

- Tabled until the next Council meeting.

7.7 CMA Accreditation Brad Collignon

7.8 Future Priorities Brad Collignon

7.8.1 Policy reviews Brad Collignon

- Janelle will put together a spread sheet with all policies and their review dates to make it easier to track which are up for reviewing.

7.8.2 Registrar/CEO performance review Brad Collignon

7.8.3 CMA Accreditation Adam Chrobak

7.9 Newsletter Sandra Brooks

7.10 Education/Training Opportunities Adam Chrobak/Brad Collignon

8. New Business Council

- New Grad Award needs evaluation tools to streamline the process of selecting a winning paper.
- AGM recommendation of the PKBW Group.

Motion 16:20 John Schwandt/Robert Young

Be it moved to recommend at the Annual General Meeting to continue using the PKBW Group as the CMLTM Auditors for the 2016 year.

CARRIED

- Discussion about rental space to the Winnipeg Youth Orchestra.

9. Future Meeting Schedule Brad Collignon

- Annual General Meeting on Saturday September 24th, 2016.
- Complaints Committee meeting on Wednesday October 5th, 2016.
- Executive Committee meeting on Wednesday October 19th, 2016.



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- Council Meeting on Friday October 21st, 2016
- Strategic Planning meeting October 22nd and 23rd, 2016
- 10. Future Agenda Items Council
 - Discussion of dropping one or two Council meetings a year.
- 11. Meeting Review (Pass) Brad Collignon
- 12. Adjournment
 - Meeting adjourned by Brad Collignon at 2041hrs.

Approved on October 21, 2016 by _____ Council _____