



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

245 Lilac Street
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**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA
STRATEGIC PLANNING MEETING
Saturday October 22nd, 2016, 0800hrs
CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

Present: Brad Collignon, Barbara Lyons, Sandra Brooks, Erin Martin, Oleksandra Synova, Marijay Umali

Public Representatives: Robert Young, John Schwandt

Guests: Adam Chrobak, Linda Schroeder, Bonnie Grahame, Tracey Pronyk-Ward, Melanie Grafton, Ron Hayes

Regrets: Robert Harvey

1. Call to order Brad Collignon
 - Strategic Planning meeting called to order by Brad Collignon at 0809hrs.
 2. Discussion and review
 - CMLTM Vision, Mission, and Value Statements
 3. Break at 1000hrs for ten minutes.
 4. Meeting turned over to Brad Collignon for decisions regarding the CMLTM Vision.
 5. Ron Hayes took back the meeting for further discussion.
 6. Meeting turned over to Brad Collignon for decision regarding the CMLTM Vision.
Motion 16:29 Robert Young/John Schwandt
Be it moved that each individual bring back 3-5 issues and identify 3 priorities to decide how to achieve them and review the Vision statement.
CARRIED
 7. Lunch at 1200hrs to 1230hrs.
 8. Review CMLTM's Strengths, Weaknesses, and Threats.
 9. Break at 1430hrs for ten minutes.
 10. Discussion regarding board goals for the next 1-3 years.
 11. Meeting turned over to Brad Collignon for discussion regarding the board goals.
 12. Further discussion regarding selected 3-5 goals for board goals.
 13. Closing comments:
 - One thing of significance you learned today.
 - One thing you hope we will cover tomorrow.
 - Degree of satisfaction with today.
 14. Break until tomorrow.
- Things of note: 5 meetings in 2017 will be a limiting factor in preparing and dealing with everything CMLTM needs to handle before the next AGM.
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Sunday October 23rd, 2016, 0800hrs
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Present: Brad Collignon, Barbara Lyons, Sandra Brooks, Marijay Umali, Linda Schroeder, Bonnie Grahame, Tracey Pronyk-Ward

Public Representatives: Robert Young, John Schwandt

Guests: Adam Chrobak, Ron Hayes

Regrets: Robert Harvey, Erin Martin, Oleksandra Synova, Melanie Grafton

1. Call to order Brad Collignon
 - Strategic Planning meeting called to order by Brad Collignon at 0813hrs.
2. Meeting turned over to Brad Collignon for decision making on the Vision Statement.
Motion 16:30 Robert Young/Marijay Umali
Be it moved to change the CMLTM Vision to "CMLTM is recognized as trusted, fair, and a leader in the regulatory community, setting the highest standard for Patient Safety."
Friendly amendments made:
"CMLTM is recognized as trusted, fair, and a leader in the regulatory community, setting the highest standard for Patient Safety by professional Medical Laboratory Technologists."
Marijay Umali withdrew her second.
Motion 16:30 died on the floor.
3. Ron Hayes took control of the meeting.
4. Robert Young excused himself from the meeting at 0945hrs.
5. Break at 1000hrs for ten minutes.
6. Meeting turned over to Brad Collignon for motions to be made.
Motion 16:31 John Schwandt/Barbara Lyons
Be it moved to approve Brad Collignon as Chair, Barbara Lyons as Vice-Chair, Sandra Brooks as Secretary and Marijay Umali as Treasurer on the executive committee for the 2017 year.
CARRIED
7. Ron Hayes recommended creating a "Motion Action Book" for any motions that are moved and have a required action or policy.
 - Janelle (Administrative Assistant) and Sandra Brooks (Council Secretary) will review previous motions and create a motion action spread sheet.
8. John Schwandt suggested including a notice in the AGM Documents with a list of all the Policy Motions made throughout the year.
9. Discussion put forth for further motions.
Motion 16:32 Barbara Lyons/John Schwandt
Be it moved that the Council affirms that a jurisprudence model be implemented by October 2017 for the 2018 renewals.



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CARRIED

Motion 16:33 Linda Schroeder/Marijay Umali

Be it moved that a sub-committee be struck to consider and recommend improvements to the Annual General Meeting; sub-committee consisting of Robert Young (Public Representative), Linda Schroeder (Standing Committee Chair), and Barbara Lyons and Marijay Umali (Executive Committee).

CARRIED

10. Closing comments:
 - Most significant event during session.
 - I am looking forward to...
 - Degree of satisfaction.
11. Discussion regarding what should and should not be reported in the minutes during and after "In Camera" sessions.
 - Policy will be made for how to record "In Camera" sessions and the motions that will be made during/after.
 - Motions should *not* be made "In Camera". Should be made and recorded in minutes and worded to hide the discussion information.
12. Brad Collignon took a few minutes to report his feelings on the weekend and inform members of how to clean up after the meeting.
 - Consideration of including "Members At Large" at the Executive Committee meetings to keep them informed.
 - Consideration of cutting down Council meetings to Quarterly.
 - Council meeting schedule for 2017 determined.
13. Adjournment Brad Collignon
 - Strategic Planning meeting was adjourned by Brad Collignon at 1230hrs.

Approved on December 14, 2016 by CMLTM Council