



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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

**Wednesday June 21st, 2017, 1745hrs
CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

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

Public Representatives: Robert Harvey, Robert Young, Leanne Matthes

Guests: Adam Chrobak, Tricia VanDenakker, Danièle Bernier (for Linda Schroeder), Tracey Pronyk-Ward, Melanie Grafton

Regrets: Oleksandra Machynia, Linda Schroeder, Bonnie Grahame

1. Call to Order *Brad Collignon*
 - Meeting called to order by Brad Collignon at 1746hrs.
2. Approval of March 22nd, 2017 minutes *Brad Collignon*

Motion 17:06 Barbara Lyons/Robert Young
Be it moved to approve the March 22nd, 2017 Council meeting minutes as amended.
CARRIED
3. Approval of Agenda *Brad Collignon*
 - The Agenda was adopted as circulated.
4. Strategic Planning Update *Adam Chrobak/Brad Collignon*
5. Consent Agenda Items:
 - 5.1 Registrar's report *Adam Chrobak*
 - 5.2 Board of Assessors report *Tracey Pronyk-Ward*
 - 5.3 Continuing Competency Committee report *Linda Schroeder*
 - 5.4 Complaints Committee report *Melanie Grafton*
 - 5.5 Inquiry Committee report *Bonnie Grahame*
 - 5.6 Q1 Financial report *Marijay Umali*
 - 5.7 Executive Committee report *Brad Collignon*

Motion 17:07 Erin Martin/Sandra Brooks
Be it moved to approve the Consent Agenda Items as presented.
CARRIED
6. Business Requiring Action
 - 6.1 Auditor's recommendations *Brad Collignon*

Motion 17:08 Sandra Brooks/Barbara Lyons
Be it moved to approve the auditor's recommendation to pay the outstanding \$30,000 GST bill to the Canadian Revenue Agency for the purchase of 245 Lilac Street with the funds coming from the investment portfolio.
CARRIED
 - 6.2 Selection of Auditor for recommendation *Brad Collignon*



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Motion 17:09 Robert Young/Marijay Umali

Be it moved to recommend at the AGM the firm MNP as the auditor for CMLTM's 2017 financial audit.

CARRIED

- 6.3 Extension of Registrar's MBA Agreement *Brad Collignon*

Motion 17:10 Barbara Lyons/Robert Young

Be it moved to approve the suggested extension to the Registrar's MBA Agreement, final contract to be drafted by the CMLTM lawyer; Ken Muys.

CARRIED

- 6.4 AGM ad hoc planning committee *Brad Collignon*

Motion 17:11 Robert Young/Erin Martin

Be it moved to approve the AGM Standing Rules of Procedure as amended.

For: 6 Against: 1 Abstention: 0

Robert Young excused himself from the meeting at 18:40hrs.

- 6.5 Board performance evaluation *Adam Chrobak/Brad Collignon*

Motion 17:12 Sandra Brooks/Marijay Umali

Be it moved to adopt the Council Performance Evaluation tools as circulated and direct the Registrar to develop a new policy regarding the use of the tools.

CARRIED

- 6.6 Policy Reviews (Policies attached) *Brad Collignon*

Motion 17:13 Barbara Lyons/Sandra Brooks

Be it moved to approve the following policies as amended: CC-1, CC-2, CC-3, CC-4, CC-5, CC-6, CC-7, CC-8, CC-9, and CC-10.

CARRIED

Motion 17:14 Erin Martin/Barbara Lyons

Be it moved to approve the following policies as amended: CCC-1, CCC-2, and CCC-3.

CARRIED

Motion 17:15 Barbara Lyons/Marijay Umali

Be it moved to approve BOA-13 as amended.

CARRIED

Council took a short break from 1908hrs to 1915hrs.

- 6.7 CMLTM New Grad Award *Adam Chrobak*

Motion 17:16 Brad Collignon/Marijay Umali

Be it moved to confirm the survey monkey vote for the recipient of the 2017 New Grad Award; Danielle McAllister.

CARRIED

- 6.8 Public Representative on Council *Brad Collignon*

Motion 17:17 Barbara Lyons/Marijay Umali

Be it moved to confirm the survey monkey vote that Leanne Matthes is moved from the Public Representative on the Inquiry Committee and be appointed as the Public Representative on Council.



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CARRIED

6.9 Auditor Report

Marijay Umali

Motion 17:18 Barbara Lyons/Leanne Matthes

Be it moved to confirm the survey monkey vote to approve the auditor’s 2016 financial audit report.

CARRIED

6.10 IEMLT registration (proposed language requirement)

Tricia Van Denakker

6.11 CMLTM 2016 Annual Report

Adam Chrobak

Motion 17:19 Sandra Brooks/Barbara Lyons

Be it moved to approve the 2016 Annual Report as amended.

CARRIED

6.12 Future Priorities

Brad Collignon

6.12.1 Policy review schedule

Brad Collignon

6.12.2 Jurisprudence module update and MOU

Tricia VanDenakker

6.12.3 Action items review

Brad Collignon

6.12.4 Public representatives

Adam Chrobak

6.12.5 OMFC Report

Adam Chrobak

6.13 Newsletter

Sandy Brooks

6.14 Education/Training Opportunities

Adam Chrobak/Brad Collignon

7. New Business

7.1 HSO-EQUAL approval

Adam Chrobak

Motion 17:20 Barbara Lyons/Robert Harvey

Be it moved for Council to support the agreement between HSO-EQUAL accreditation program and CMLTM for the accreditation of MLT programs within Canada.

CARRIED

7.2 RRC Report

Tricia VanDenakker

8. Future Meeting Schedule

Brad Collignon

- Complaints Committee meeting on Wednesday July 5th, 2017
- Executive Committee meeting on Wednesday August 9th, 2017
- Council Meeting on Thursday September 14th, 2017

9. Future Agenda Items

Council

- Policy review RR-4, GP-24, and GP-17.
- IEMLT proposed language requirement approval.
- New Complaints Committee Chair as Melanie Grafton will be stepping down from the position at the end of 2017.

10. Meeting Review

Brad Collignon

11. Adjournment

Brad Collignon

- Meeting adjourned by Brad Collignon at 2022hrs.

Approved on September 21, 2017 by Council.