



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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

**Friday September 22nd, 1745hrs
CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

Present: Barbara Lyons, Oleksandra Machynia, Sandra Brooks (*tele-conference*)

Public Representatives: Robert Harvey, Robert Young, Leanne Matthes

Guests: Adam Chrobak, Tricia VanDenakker, Linda Schroeder, Tracey Pronyk-Ward, Melanie Grafton, Bonnie Grahame

Regrets: Brad Collignon, Marijay Umali, Erin Martin

1. Presentation - "*Standing Rules of Order*" for the AGM *Vera Chernecki*
2. Call to order *Barbara Lyons*
 - Meeting called to order by Barbara Lyons at 1836hrs.
 - Quorum met with five Council members.
3. Approval of June 21st, 2017 minutes *Barbara Lyons*

Motion 17:23 Oleksandra Machynia/Leanne Matthes
Be it moved to approve the June 21st, 2017 Council meeting minutes as presented.
CARRIED
4. Approval of Agenda *Barbara Lyons*
 - The Agenda was adopted as amended.
5. Strategic Planning Update *Barbara Lyons and Adam Chrobak*
 - Strategic Planning Meeting will happen on Saturday October 21st (8:30am to 4:00pm) and, if necessary, will extend into the evening.
 - If Council members have requests for topics, they are to forward it to the Registrar.
6. 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 Q2 Financial report *Marijay Umali*

Motion 17:24 Robert Young/Leanne Matthes
Be it moved to approve the Consent Agenda Items as presented.
CARRIED
7. Business Requiring Action
 - 7.1 Board performance evaluation *Adam Chrobak and Barbara Lyons*
 - 7.2 Policy Reviews (Policies attached) *Barbara Lyons*



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Sandra Brooks joined the meeting via tele-conference

- Polices BOA-1, BOA-2, BOA-3, BOA-4, BOA-6, BOA-9, BOA-10, BOA-11, BOA-12, and BOA-15 will be tabled.

Motion 17:25 Robert Young/Oleksandra Machynia

Be it moved to approve the policies BOA-5, BOA-7, BOA-8, and BOA-16 as amended.

CARRIED

Motion 17:26 Robert Young/Leanne Matthes

Be it moved to convert BOA-14 from a Board of Assessor’s policy to a job aide.

CARRIED

7.3 IEMLT registration (proposed language requirement) *Tricia Van Denakker*

Motion 17:27 Robert Young/Oleksandra Machynia

Be it moved to approve BOA-17: Language Proficiency as amended, and to be implemented as soon as possible but no later than January 1st, 2018.

CARRIED

7.4 Approval of Newsletter *Barbara Lyons*

Motion 17:22 (Survey Monkey) Leanne Matthes/Barbara Lyons

Be it moved to approve the 2017 Fall Newsletter as presented and edited.

CARRIED

7.5 Approval of LMS *Barbara Lyons*

Motion 17:21 (Survey Monkey) Barbara Lyons/Marijay Umali

Be it moved to approve the agreement between CMLTM and CommPartners for the hosting of the learning management system (LMS) for the jurisprudence module.

CARRIED

7.6 Future Priorities *Barbara Lyons*

7.6.1 Policy review schedule *Barbara Lyons*

7.6.2 Jurisprudence module next steps *Tricia VanDenakker*

7.6.3 Action items review *Barbara Lyons*

7.6.4 Public representatives *Adam Chrobak*

Motion 17:28 Robert Young/Leanne Matthes

Be it moved to table 7.6.1, 7.6.2, 7.6.3 and 7.6.4 until the October 20th, 2017 Council meeting.

CARRIED

7.7 Newsletter *Sandy Brooks*

- Request for idea or articles for the Spring 2018 Newsletter.

7.8 Education/Training Opportunities *Adam Chrobak and*

Barbara Lyons

8. New Business

8.1. Strategic planning meeting

8.2. RHPA preparation

8.3. Budget Draft for 2018

- Will be finalized for approval at the next Council Meeting.

9. Future Meeting Schedule

Barbara Lyons



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- Annual General Meeting – September 23rd, 2017
- Council Meeting – October 20th, 2017
- Strategic Planning Meeting – October 21st 2017
- Council Meeting – December 13th, 2017

10. Future Agenda Items

Council

- RR-4, GP-17, GP-24 to be reviewed.
- New Chair for the Complaints Committee to be discussed at the Strategic Planning Meeting.

11. Meeting Review

Barbara Lyons

12. Adjournment

- Barbara Lyons adjourned the meeting at 2030hrs.

Approved on ___October 20, 2017___ by _____Council_____