



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS  
OF MANITOBA**

245 Lilac Street  
Winnipeg, MB R3M 2S2  
www.cmltm.ca

Phone: 204-231-0311  
Fax: 204-489-7300  
Toll Free: 877-331-0311  
E-mail: cmltm@cmltm.ca

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

**Saturday October 21, 2023, 0930 to 1600hrs**

**CMLTM Boardroom/Zoom Room - 245 Lilac Street, Winnipeg, MB**

**Present:** Matthew Bueno de Mesquita, Jackie Tower, Kevin Simonetto, Jesziel LaForrest (online)

**Public Representatives:** Steven Wu, Cynthia Rempel Patrick (online), Rajinder Pal Bhullar (online)

**Guests:** Adam Chrobak, Tricia VanDenakker, Maria Bobiles

**Regrets:** Natalie Chaput, Prashant John, Amina Khizar

1. Call to Order and Land Acknowledgement Statement *Adam Chrobak*
  - Registrar/CEO, Adam Chrobak, began the Strategic Planning Session.
  - Land Acknowledgement Statement was read.
  
2. Orientation Overview *Adam Chrobak*
  - An overview was given of Council Orientation to give a brief history of the CMLTM, what it is to be on Council and/or Committees, and the location of resources.
  
3. Understanding Financial Statements *F.H. Black & Co*
  - F.H. Black was unable to attend. Deferred until the December Council meeting.
  
4. Council Variance Threshold *Adam Chrobak*
  - Variance threshold briefing note and options reviewed.
  - Deferred, Treasurer to work with Registrar and Executive Council to explore and develop a proposal for Council to consider.
  
5. Continuing Competency Program *Adam Chrobak*
  - Deputy Registrar, Tricia VanDenakker, reported that the Continuing Competency Program Feedback Survey had overwhelming majority requesting that the program remain the same.
  - The situation regarding mobility candidate requirements to meet the Manitoba Continuing Education hours was referred to the Continuing Competency Committee for decision.
  
6. Council/Chair/CEO Evaluation *Adam Chrobak*
  - Council agreed to use the new evaluation tools. Administrative Assistant, Janelle Baril, will circulate to Council in the following week.
  - Results of the evaluations will be reviewed at the December Council Meeting.



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- Council Chair, Matthew Bueno de Mesquita is planning to begin the Registrar/CEO Annual Performance evaluation in December.
- CMLTM evaluations lack metrics over time.

## 7. Strategic Plan Review

*Adam Chrobak*

- Root issues are related to recruitment of volunteers.
- Request to add more details/specifics to the notes section of the Strategic Planning tracking chart.
- Create a Business Package for other organizations to rent the CMLTM Boardroom space for meetings or events.

## 8. Council/Committee Recruitment

*Adam Chrobak*

- Need environment/desire to give back.
- New generation has different expectations.
- Platforms/connections to raise issues.
- Should we have a volunteer appreciation plan?
- Council Chair, Matthew Bueno de Mesquita, and Complaints Committee Chair, Maria Bobiles, could potentially give a presentation and Q&A session to RRC students.
- Video testimonials from previous Council members (eg: Tannu Sayed, Brad Collignon, Sandra Brooks, etc).

## 9. Council Meeting

- Matthew Bueno de Mesquita, Council Chair, called the Council meeting to order at 1450hrs.

## 10. Approval of September 22, 2023 Minutes

*Matthew Bueno de Mesquita*

- Corrections: None

### **MOTION 23:39** Cynthia Rempel Patrick/Jackie Tower

Be it moved to approve the September 22, 2023, Minutes as presented.

**CARRIED**

## 11. Approval of Agenda

*Matthew Bueno de Mesquita*

- Corrections/Additions: None

### **MOTION 23:40** Kevin Simonetto/Rajinder Pal Bhullar

Be it moved to approve the October 21, 2023, agenda as presented.

**CARRIED**

## 12. Consent Agenda Items:

- 12.1. Registrar's report

*Adam Chrobak*



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**MOTION 23:41 Jackie Tower/Kevin Simonetto**

Approve the Consent Agenda Items as presented.

**CARRIED**

13. Business Requiring Action

- 13.1. Approve AGM Minutes *Matthew Bueno de Mesquita*

**MOTION 23:42 Jackie Tower/Cynthia Rempel Patrick**

Be it moved to approve the September 23, 2023, Annual General Meeting Minutes as presented.

**CARRIED**

- 13.2. Council Officers Appointments *Matthew Bueno de Mesquita*

- Chair Matthew Bueno de Mesquita
- Vice-Chair Jackie Tower
- Treasurer Kevin Simonetto
- Secretary *To Be Decided*

**MOTION 23:43 Cynthia Rempel-Patrick/Rajinder Pal Bhullar**

Be it moved to appoint Matthew Bueno de Mesquita (Chair), Jackie Tower (Vice-Chair), and Kevin Simonetto (Treasurer) as members of the Executive Committee for 2024.

**CARRIED**

**Abstained: 2**

- 13.3. Committee Chair Appointments *Matthew Bueno de Mesquita*

- Complaints Chair Maria Bobiles
- Email to be sent to Prashant John (Board of Assessor Chair), Amina Khizar (Inquiry Committee Chair), and Natalie Chaput (Continuing Competency Committee Chair) to reaffirm their positions as Chair for their respective committees for 2024.

**MOTION 23:44 Kevin Simonetto/Jackie Tower**

Be it moved to appoint Maria Bobiles as Chair of the Complaints Committee for 2024.

**CARRIED**

- 13.4. Newsletter *Adam Chrobak*

- Add information on related limited areas of practice to the "Substantive Equivalency" article.

**MOTION 23:45 Jackie Tower/Kevin Simonetto**

Be it moved to approve the 2023 Fall Newsletter as amended.



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## CARRIED

### 13.5. MICST Education

*Tricia VanDenakker*

- The Truth and Reconciliation Committee reviewed the Manitoba Indigenous Cultural Safety Training (MICST) feedback survey from Council members who took the training.
- A Briefing Note was reviewed.

### **MOTION 23:46** Cynthia Rempel Patrick/Jackie Tower

Be it moved to approve option 1 in the briefing note.

Require all committee members to complete the Manitoba Indigenous Cultural Safety Training (MICST) and provide funding to complete the program.

## CARRIED

### 13.6. TRC Committee Terms of Reference

*Tricia VanDenakker*

- Correction to the Terms of Reference for the TRC Committee to change “Working Group” to “Committee”.

### **MOTION 23:47** Kevin Simonetto/Jackie Tower

Be it moved to approve TOR-6 as amended as presented.

## CARRIED

### 14.7 Council/CEO Annual Performance Evaluation

*Matthew Bueno de Mesquita*

- The new evaluation tools for Council and Council Chair evaluations will be circulated to Council members with the results to be reviewed at the December Council meeting.

### 14.8 CMLTM 2024-2028 Proposed Budget

*Matthew Bueno de Mesquita*

### **MOTION 23:48** Cynthia Rempel-Patrick/Jackie Tower

Be it moved to approve the 2024 Budget as presented.

## CARRIED

### 14.9 Council Variance Threshold

*Matthew Bueno de Mesquita*

- Deferred to the Executive Committee.

## 14. Informational Items/Updates

### 14.1. CMLTM RHPA Regulation Development

*Adam Chrobak*

- Received recent draft regulations from the Manitoba Health legislative unit.

### 14.2. TRC Committee

*Tricia VanDenakker*

- The Committee is working on updating the Land Acknowledgement Statement.



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15. Future Priorities

- 15.1. Nomination Committee, Recruitment Plan
- 15.2. Vacant Council Position
- 15.3. Newsletter (Spring 2024)

16. Meeting Review (Board Effect Survey)

17. Adjournment

- The meeting was adjourned at 1552 hrs by Council Chair, Matthew Bueno de Mesquita.

**MOTION 23:49** Cynthia Rempel Patrick

Be it moved to adjourn the meeting.

**CARRIED**

Approved on December 6, 2023 by COUNCIL