



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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

**Friday October 25th, 2019, 1730 hrs
CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

Present: Tannu Sayed, Sajjid Janjua, Sandra Brooks, Brad Collignon, Anna Avalos, Erin Sadler (online), Kamran Bashir

Public Representatives: Rajinder Pal Bhullar, Steven Wu (online)

Guests: Adam Chrobak, Tricia VanDenakker, Heather Mauthe, Tracey Pronyk-Ward, Janie McBey (online)

Gallery: None

Regrets: Cynthia Rempel-Patrick,

1. Call to order *Tannu Sayed*
 - Meeting called to order by Tannu Sayed at 1746hrs. Quorum Met

2. Approval of September 20th, 2019, Minutes *Tannu Sayed*
 - Correction to point numbering.
 - Motion 19:50** Brad Collignon/Sajjid Janjua
Be it moved to approve the September 20th, 2019 minutes as presented.
CARRIED

3. Approval of Agenda *Tannu Sayed*
 - Motion 19:51** Sandra Brooks/Brad Collignon
Be it moved to approve the October 25th, 2019 agenda as amended.
CARRIED

4. Strategic Planning Update *Adam Chrobak*
 - Standing item.
 - Staff and Executive Committee met to plan the agenda for the Strategic Planning meeting being held on Saturday October 26th, 2019.

5. Consent Agenda Items:
 - 5.1 Registrar's report *Adam Chrobak*
 - 5.2 Board of Assessors report *Tracey Pronyk-Ward*
 - 5.3 Q3 Financial report *Brad Collignon*
 - 5.4 Continuing Competency Committee report *Heather Mauthe*
 - 5.5 Complaints Committee report *Janie McBey*
 - 5.6 Equal Canada Report *Michele Sykes*
 - 5.7 Inquiry Committee report *Vacant Chair Position*
 - No report received.
 - 5.8 Executive report *Tannu Sayed*



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Motion 19:52 Brad Collignon/Sandra Brooks

Be it moved to approve the Consent Agenda Items as presented.

CARRIED

6. Informational items

6.1 Post 2019 AGM survey results

Tricia VanDenakker

- Half of those registered to attend the AGM online logged into the webcast on the day of the AGM. All of those registered to attend in-person attend the AGM.
- There was generally positive feedback regarding the presentation and the AGM. Rural registrants appreciated the opportunity to participate in the AGM via the webcast.

7. Business Requiring Action

7.1 Approval of 2019 AGM Minutes

Tannu Sayed

Motion 19:53 Brad Collignon/Sandra Brooks

Be it moved to approve the 2019 AGM Minutes as presented.

CARRIED

7.2 Social Media Practice Direction

Adam Chrobak

Motion 19:54 Sandra Brooks/Erin Sadler

Be it moved to approve the Social Media Practice Direction as presented.

CARRIED

7.3 Appointment of Council Executive

Tannu Sayed

- Four executive positions to be appointed: Chair, Vice-Chair, Treasurer, Secretary, Nominations
- Nominations Committee Chair to be discussed at Strategic Planning.

Motion 19:55 Brad Collignon/Kamran Bashir

Be it moved to appoint Sandra Brooks as Council Secretary, Rajinder Pal Bhullar as Council Treasurer, Sajjid Janjua as Vice-Chair, and Tannu Sayed as Council Chair starting January 1st, 2020.

CARRIED

7.4 Appointment of Committee Chairs

Tannu Sayed

- Four Committee Chairs required: Board of Assessors, Continuing Competency Committee, Complaints Committee, and Inquiry Committee.
- Tracey Pronyk-Ward will see if there is anyone on the Board of Assessors willing to take the Chair position. If she is unable to find a replacement, she will stay on for next year.

Motion 19:56 Brad Collignon/Sandra Brooks

Be it moved to appoint Brad Collignon as the Chair of the Inquiry Committee, Heather Mauthe as the Chair of the Continuing Competency Committee, Janie McBey as the



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Chair of the Complaints Committee, and the Board of Assessors Chair to be determined starting January 1st, 2020.

CARRIED

7.5 Approval of Committee Members

Tannu Sayed

- Deferred to December meeting. Chairs must confirm with their Committees of who is willing to remain for next year.

7.6 Policies for review (BOA-18)

Adam Chrobak

- BOA-18 is Jurisprudence Awareness. Suggestions to update the policy to update the information regarding reoccurrence frequency of the modules for registration and how new applicants must complete them. Implementing a pass rate.

Motion 19:57 Brad Collignon/Kamran Bashir

Be it moved to approve the BOA-18 policy as amended.

CARRIED

7.7 Proposed 2020 Council meeting schedule

Adam Chrobak

- Saturday February 8th (8:30am to 12:00pm)
- Saturday April 18th (8:30am to 12:00pm)
- Saturday June 6th (8:30am to 12:00pm)
- Friday September 25th (5:30pm to 8:30pm)
- Saturday September 26th (10am to 3pm – AGM)
- Friday October 23rd (5:30pm to 8:30pm)
- Saturday October 24th (8:30am to 4:30pm – Strategic Planning)
- Sunday October 25th (8:30am to 12:00pm – Strategic Planning, pending approval of hiring an external facilitator)
- Saturday December 12th (8:30am to 12:00pm)

7.8 CMLTM Position Statements

Tricia VanDenakker

- Deferred from last Council meeting. CSMLS has given their approval for CMLTM to adopt their position statements on MLA Certification and POCT.

Motion 19:58 Brad Collignon/Erin Sadler

Be it moved to approve the CSMLS position statements on MLA Certification and Point of Care Testing to be adopted as CMLTM position statements.

CARRIED

8. Future Priorities

8.1 Sinclair Truth and Reconciliation Recommendations

Adam Chrobak

- Deferred to 2019 Strategic Planning meeting (October 26, 2019).

8.2 Strategic Planning

Adam Chrobak

- Will be held October 26, 2019 from 8:30am to 4:30pm.



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- 8.3 Review 2020 Budget *Adam Chrobak*
- Deferred to December 2019 Council meeting.
- 8.4 Policy review schedule *Tannu Sayed*
- Up-to-date for 2019. Nothing for review until 2020.
- 8.5 RHPA regulation review *Adam Chrobak*
- Still working on CMLTM applications for reserved acts under the RHPA. Adam Chrobak (Registrar) is reaching out to educators regarding parts of the applications.
- 8.6 Discussions with Diagnostic Imaging *Adam Chrobak*
- Discussion deferred to Strategic Planning meeting. Adam Chrobak (Registrar) and Tricia VanDenakker (Deputy Registrar) had a meeting with Diagnostic Imaging. Council must consider the pros/cons for the creation of an umbrella College that consists of a number of currently unregulated medical professions (in the process of being regulated under the RHPA). Potential opportunity to deal with some of the issues concerning cross-trained professionals.
 - Things to consider: Governance structure, composition of governing Council, requirement for equal representation from all professions must be included. Future Registrars of the potential umbrella college may not be an MLT.
- 8.7 Grant application CAMLPR project *Adam Chrobak*
- No news received. A Canadian Alliance of Medical Laboratory Professions Regulators (CAMLPR) meeting is scheduled for November 4 & 5, 2019. Tricia VanDenakker (Deputy Registrar) will be attending the meetings in place of Adam Chrobak (Registrar).
- 8.8 Action items review *Tannu Sayed*
9. Newsletter *Sandy Brooks*
- Standing item. Any article suggestions welcome.
10. Education/Training Opportunities *Adam Chrobak*
- Standing item. The Registrar (Adam Chrobak) forwards any professional development opportunities to all Council and Committees when shared.
11. Future Meeting Schedule *Tannu Sayed*
- Saturday October 26th, 2019 – Strategic Planning
 - Saturday December 7th, 2019 – Council Meeting
12. Future Agenda Items *Council*
- Committee Chairs with list of Committee members for alternative.



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13. Adjournment

- Meeting was adjourned by Tannu Sayed at 1929.

Approved on _December 7, 2019_ by _____ COUNCIL