



**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  
STRATEGIC PLANNING  
COUNCIL MEETING**

**Saturday October 26<sup>th</sup>, 0830hrs**

**CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

**Present:** Brad Collignon, Tannu Sayed, Erin Sadler, Sandra Brooks, Kamran Bashir, Sajjid Janjua, Heather Mauthe, Tracey Pronyk-Ward, Janie McBey

**Public Representatives:** Rajinder Pal Bhullar

**Guests:** Adam Chrobak, Tricia VanDenakker

**Regrets:** Anna Avalos, Cynthia Rempel-Patrick, Steven Wu

1. Call to Order

- Meeting was called to order by Tannu Sayed at 1507hrs.
- Strategic Planning rules allow Committee Chairs to make motions and vote.

2. Motions from the Day

**Motion 19:59** Sajjid Janjua/Brad Collignon

Be it moved to change the CMLTM Vision to “Excellence and leadership in medical laboratory regulation.”

**CARRIED**

**Motion 19:60** Janie McBey/Erin Sadler

Be it moved to change the CMLTM Mission to “Protection of the Public through regulation, by ensuring ethical and competent Medical Laboratory Technologists.”

**CARRIED**

**Motion 19:61** Kamran Bashir/Heather Mauthe

Be it moved to change the CMLTM Values to “Leadership: The College will provide expertise and continually seek improvement in professional regulation and practice. Integrity: The College will conduct itself in a professional, fair, honest, and transparent manner to our members and the Public. Accountability: The College will be accountable to the public, government, and our members by following policy and conducting investigations in a fair, equitable, and confidential manner.”

**CARRIED**



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### **“Truth and Reconciliation Briefing Note, point #2 recommended actions:**

Create a working group (with Indigenous representation) to look at what CMLTM could do at the organizational level to support reconciliation efforts. Recommended Actions could include:

- Begin each Council meeting with a reconciliation statement
- Require CMLTM staff to complete Cultural Safety Education
- Arrange for Council to receive an educational session on Truth and Reconciliation
- Develop a learning module on Cultural Safety for all registrants to complete
- Add self-declaration to registration/renewal form to gauge what % of CMLTM registrants are indigenous with the goal to work towards population representation levels (Survey Monkey to be sent to Registrants for their opinion)
- Review current complaint process and ensure it is culturally inclusive for receiving complaints from individuals of indigenous descent.

### **Motion 19:62 Brad Collignon/Rajinder Pal Bhullar**

Be it moved to direct the Registrar to pursue recommendation actions in point #2 from the Truth and Reconciliation Briefing Note.

**CARRIED**

### **Motion 19:63 Brad Collignon/Sajjid Janjua**

Be it moved to have Staff revise the Position Statement regarding “Regulation of Medical Laboratory Assistants” and bring to Council for the December 2019 Council meeting for approval.

**CARRIED**

### **Motion 19:64 Brad Collignon/Janie McBey**

Be it moved to have Staff create a Position Statement regarding “Transgender Reference Values” to be brought to Council for the December 2019 Council meeting, if possible.

**CARRIED**

### **Motion 19:65 Brad Collignon/Kamran Bashir**

Be it moved that Council is not interested in potential expansion of the College with other regulated or potential regulated health professions.

**CARRIED**

### 3. External Facilitator for 2020 Strategic Planning

- Open discussion regarding Adam Chrobak (registrar/CEO) seeking external training or attending other Strategic Planning sessions to further expand his facilitator knowledge.
  - Adam Chrobak has recently participated in three Manitoba Institute for Patient Safety (MIPS) Strategic Planning sessions and one from the Manitoba Alliance of



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Health Regulatory Colleges (MAHRC). Adam Chrobak feels he covers the majority of the issues that most Strategic Planning sessions cover. Sometimes he doesn't do a full external environmental scan (not necessarily needed). Tries to engage and facilitate discussion for the topics Council is considering. Only downside to have Staff continue to do the Strategic Planning is it's almost a "incestuous" relationship. Hard to eliminate personal bias despite trying not to direct Council towards specific decisions.

- Some organizations going through Strategic Planning meetings have Staff not participate at all. Only consulted when the board needs certain topics. Ron Hayes, previous CMLTM strategic planning facilitator, agreed and would often tell Adam not to be included in discussions and to not make suggestions.
- External facilitator (fresh eyes) can be a benefit. The potential cost, \$10,000, for an external facilitator is a large sum of money. The potential benefit would be a formalized three- or five-year plan with set goals and monitoring tools. Last external facilitator (Ron Hayes) was used in 2016. Best practice is to utilize an external facilitator at least every five years.
- Previous Councils preferred Strategic Planning to be conducted off-site (outside of Winnipeg). This was to allow for isolation and better team building. The cost for hotels and food was high. Current CMLTM financial situation required Council to be financially responsible.

### **Motion 19:66** Erin Sadler/Sandra Brooks

Be it moved to direct Staff to prepare a request for proposals from external facilitators for Strategic Planning 2020 to be prepared for the December 2019 Council meeting.

**CARRIED**

#### 4. Nominations Committee Chair

- Kamran Bashir can be co-chair for rural recruitment. Still looking for within Winnipeg Chair – to be shared by other Committee Chairs for the time being. Pending motion at December 2019 Council meeting.
- Tannu Sayed will speak with further Council members to assist with finding a co-chair from Winnipeg. Pending motion at December 2019 Council meeting.

#### 5. Adjournment

- Strategic Planning meeting adjourned by Tannu Sayed at 1547hrs.

Approved on \_\_December 7, 2019\_ by \_\_\_\_\_ Council\_\_\_\_\_