



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS  
OF MANITOBA**

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

**Wednesday December 10, 2025, 1730hrs**

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

**Present:** Jackie Tower, Lloria Alejandro Yarema (online), Maria Bobiles, Amina Khizar (online)

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

**Staff:** Janie McBey, Tricia VanDenakker, Janelle Baril

**Guests:** Nicole Evans (online), Fatima Daniel-Parent (online)

**Regrets:** Natalie Chaput, Graziella Te, Karan Dhillon

1. Welcome and Land Acknowledgement Statement *Jackie Tower*

- Meeting called to order by Jackie Tower, Chair, at 1734hrs. Quorum met.
- Land Acknowledgement Statement was read.

2. Board Culture Statement *Jackie Tower*

- Board Culture Statement was read.

3. Approval of Agenda *Jackie Tower*

- Additions/Corrections: Minor change to 8.7 title to further differentiate it from 8.12.

**Motion 25:53** Rajinder Pal Bhullar/Lloria Alejandro-Yarema

Be it moved to approve the December 10, 2025 Agenda as amended.

**CARRIED**

4. Approval of October 15, 2025 Minutes *Jackie Tower*

- Corrections: None.

**Motion 25:54** Lloria Alejandro Yarema/Richard Panciera

Be it moved to approve the October 15, 2025 Council Meeting Minutes as presented.

**CARRIED**

5. Registrar's Report *Janie McBey/Tricia VanDenakker*

- Janie McBey, Registrar/CEO, and Tricia VanDenakker, Deputy Registrar, provided a brief overview of the Registrar's Report.
- No questions were raised.

**Motion 25:55** Rajinder Pal Bhullar/Richard Panciera

Be it moved to approve the Registrar's Report as presented.

**CARRIED**



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6. RHPA Inclusion of MLAs Update

*Tricia VanDenakker*

- CMLTM has an upcoming meeting with the Minister of Health. The only item on the agenda is the discussion to include Medical Laboratory Assistants (MLAs) under CMLTM in the new Regulated Health Professions Act (RHPA). A decision should be made shortly after the meeting, and CMLTM will proceed with the RHPA process with or without the MLAs.

7. Consent Agenda Items:

- |  |                             |
|--|-----------------------------|
| 7.1. Board of Assessors Report ( <i>previously circulated</i> )              | <i>Fatima Daniel-Parent</i> |
| 7.2. Continuing Competency Committee Report ( <i>previously circulated</i> ) | <i>Natalie Chaput</i>       |
| 7.3. Complaints Committee Report ( <i>did not meet, no report</i> )          | <i>Graziella Te</i>         |
| 7.4. Inquiry Committee Report ( <i>previously circulated</i> )               | <i>Amina Khizar</i>         |
| 7.5. TRC Committee Report ( <i>did not meet, no report</i> )                 | <i>Nicole Evans</i>         |
| 7.6. Executive Committee Report ( <i>previously circulated</i> )             | <i>Jackie Tower</i>         |
| 7.7. Previous Council Meeting Evaluation ( <i>previously circulated</i> )    | <i>Jackie Tower</i>         |

**Motion 25:56** Richard Panciera/Amina Khizar

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

**CARRIED**

*Nicole Evans joined the meeting at 1750hrs.*

*Maria Bobiles joined the meeting at 1755hrs.*

8. Business Requiring Action

- |   |                     |
|---|---------------------|
| 8.1. Review of October 2025 & Q3 Financials & Variance Report | <i>Jackie Tower</i> |
|---|---------------------|
- Steven Wu, Public Representative/Secretary, inquired about Consultants in the Budget vs Actuals. Those were the Talent Company (Registrar search/hiring) and MNP (Registrar/CEO salary review) and if an evaluation matrix was included in the development. It was.
  - Steven Wu also inquired about the reserve fund lines and where to find them in the documents provided, and projected surplus or deficits.

**Motion 25:57** Steven Wu/Amina Khizar

Be it moved to approve the October 2025 and Q3 Financial Statements as presented.

**CARRIED**

- |   |                     |
|---|---------------------|
| 8.2. Appointment of New Council/Committee Members | <i>Jackie Tower</i> |
|---|---------------------|
- Agbolahan Adebajo has volunteered to serve on Council.
  - Jackie Naphin has volunteered to serve as Chair of the Continuing Competency Committee.

**Motion 25:58** Richard Panciera/Llora Alejandro Yarema

Be it moved to appoint Agbolahan Adebajo to Council effective immediately.

**CARRIED**

**Motion 25:59** Richard Panciera/Llora Alejandro Yarema

Be it moved to appoint Jackie Naphin as Chair of the Continuing Competency Committee effective immediately.

**CARRIED**



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- 8.3. CAMLPR/CMLTM Conflict-of-Interest Memo of Understanding *Janie McBey/Tricia VanDenakker*
- Canadian Alliance of Medical Laboratory Professionals' Regulators (CAMLPR).
  - Previously tabled as Council wanted to know if any other provinces had signed the Memorandum of Understanding (MOU) first. The MOU has been signed by two (2) other provinces currently: New Brunswick and Saskatchewan.
  - According to the previous CAMLPR meeting, all other regulators had the MOU on their agendas for their end of year meetings.

**Motion 25:60** Maria Bobiles/Rajinder Pal Bhullar

Be it moved for CMLTM to sign the Conflict-of-Interest Memorandum of Understanding with CAMLPR.

**CARRIED**

- 8.4. 2026 Proposed Budget *Janie McBey/Tricia VanDenakker*
- Janie McBey, Registrar/CEO, reviewed the budget with Council and the decisions made when building the budget with Tricia VanDenakker, Deputy Registrar.
  - Council went in-camera from 1832hrs to 1848hrs.

**Motion 25:61** Maria Bobiles/Llora Alejandro Yarema

Be it moved to have Council go in-camera.

**CARRIED**

**Motion 25:62** Maria Bobiles/Richard Panciera

Be it moved to have Council come out of camera.

**CARRIED**

**Motion 25:63** Richard Panciera/Maria Bobiles

Be it moved to approve the 2026 Budget as presented.

**CARRIED**

- 8.5. Review of RR1-RR5 & BOA-17 *Jackie Tower*
- Policies up for review: RR-1, RR-2, RR-3, RR-4, RR-5, and BOA-17.
  - These policies were previously reviewed by the Executive Committee. They did not find any issues and are recommending the policies be approved.
  - No further questions were raised.

**Motion 25:64** Rajinder Pal Bhullar/Maria Bobiles

Be it moved to approve RR-1, RR-2, RR-3, RR-4, RR-5, and BOA-17 as amended.

**CARRIED**

- 8.6. Meet and Greet with the New Registrar *Jackie Tower*
- A **Briefing Note** was presented on ways to engage the membership and introduce the new CMLTM Registrar/CEO: Janie McBey.
  - Maria Bobiles, Treasurer, had a suggestion about creating small videos for the CMLTM YouTube channel to introduce Council members.



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- Llorra Alejandro-Yarema, Vice-Chair, suggested offering Continuing Education hours for Lunch & Learns at the workplaces.

*Nicole Evans left the meeting at 1850hrs*

### 8.7. In-Person Meetings for CMLTM Council

*Jackie Tower*

- A **Briefing Note** was presented on ways to increase engagement with the Council members during Council meetings. Primary suggestion is to increase the number of mandatory in-person meetings.

### 8.8. Appoint Public Representative to Inquiry Committee

*Janie McBey*

- Manitoba Health has not appointed a new Public Representative to CMLTM to be added to the Inquiry Committee. Richard Panciera, Public Representative on Council, has agreed to also stand on the Inquiry Committee until another Public Representative has been appointed.

#### **Motion 25:65** Steven Wu/Llorra Alejandro-Yarema

Be it moved to appoint Richard Panciera to the CMLTM Inquiry Committee effective immediately.

**CARRIED**

### 8.9. CMLTM Representation on HSO/Equal

*Janie McBey*

- HSO is the Health Standards Organization.
- Equal is the accreditation program that accredits MLT institutions in Canada. HSO now goes by Equal.
- A **Briefing Note** was submitted. Previously CMLTM paid the membership to HSO/Equal directly. CAMLPR is suggesting that they represent the regulators to HSO/Equal and fees are paid to CAMLPR instead. CMLTM would not attend the HSO/Equal forums and CAMLPR would be providing all communication to CMLTM.

#### **Motion 25:66** Maria Bobiles/Amina Khizar

Be it moved to establish an agreement directly with HSO/Equal for CMLTM to self-represent as members of HSO/Equal.

**CARRIED**

### 8.10. GP-21 Practice Without Proper Registration

*Janie McBey*

- Two (2) situations were brought to the CMLTM's attention of individuals presenting themselves as MLTs without being on the Active: Practicing roster. Janie McBey, Registrar/CEO, provided Council with information of the situations and communications had with the individuals. As per GP-21, the situations must be brought to Council for discussion and decision.
- Council has tabled any decision making until the February 2026 Council meeting until the CMLTM lawyers have been spoken with regarding any liability CMLTM may open ourselves to by levying fines against the individuals in question.

### 8.11. Review of MLT Program with Assiniboine College

*Tricia VanDenakker*

- Tricia VanDenakker, Deputy Registrar, provided an update on the MLT Program being developed by the Assiniboine College.



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- Government of Manitoba is funding a second MLT program in Manitoba. CMLTM, as the regulatory body, must approve all MLT programs in Manitoba. The program will still need to pass the HSO/Equal Accreditation before it can go live.
- Only concern mentioned was the clinical portion of the program seemed short (21 weeks), but it is also done in conjunction with simulations (5 weeks).

**Motion 25:67 Rajinder Pal Bhullar/Maria Bobiles**

Be it moved to approve the Assiniboine College Medical Laboratory Technology program.

**CARRIED**

8.12. Increasing Interest in Volunteering with the CMLTM

*Janie McBey*

- A **Briefing Note** was presented on potential ways of increasing interest in volunteering with CMLTM on Council and Committees.

**Motion 25:68 Maria Bobiles/Rajinder Pal Bhullar**

Be it moved to move forward with Options 1 and 2 from the Briefing Note: Increasing Interest in Members Serving on Council.

**CARRIED**

9. In-Camera

*Jackie Tower*

- This is a standing item on Agendas for if Council would like to go In-Camera to discuss anything that they do not wish to be recorded in the minutes.
- Council did not go In-Camera at this time.

10. Future Priorities/Business

- 10.1. Probationary Evaluation for New Registrar/CEO
- 10.2. Approval of Updated RHPA regulations
- 10.3. Review Standards of Practice & Code of Ethics
- 10.4. Develop By-Laws and Practice Directions

11. Meeting Review

*Jackie Tower*

- A survey will be issued to all attending Council members through BoardEffect.

12. Adjournment

*Jackie Tower*

- The meeting was adjourned at 1954hrs by Jackie Tower, Chair.

**Motion 25:69 Richard Panciera**

Be it moved to adjourn the meeting.

**CARRIED**

Approved on February 25, 2026 by Council