



**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**

**Wednesday December 13th, 2017, 1745hrs
CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

Present: Brad Collignon, Barbara Lyons, Oleksandra Machynia, Erin Martin, Marijay Umali, Tannu Sayed

Public Representatives: Robert Harvey, Robert Young, Leanne Matthes

Guests: Adam Chrobak, Tricia VanDenakker, Tracey Pronyk-Ward, Melanie Grafton, Bonnie Grahame, Janie McBey

Regrets: Sajjid Janjua, Linda Schroeder, Sandra Brooks

- 1. Call to order *Brad Collignon*
 - Meeting called to order by Brad Collignon at 1818hrs.
 - Brad introduced Janie McBey as a guest to Council for this meeting.

- 2. Approval of October 20th, 2017 minutes *Brad Collignon*

Motion 17:50 Erin Martin/Barbara Lyons

Be it moved to approve the October 20th, 2017 minutes as amended.

CARRIED

- 3. Approval of Agenda *Brad Collignon*
 - The agenda was adopted as amended.

- 4. Strategic Planning Update *Brad Collignon/
Adam Chrobak*

Motion 17:51 Barbara Lyons/Robert Young

Be it moved to accept the Strategic Planning Summary Report as presented and forward to the Executive Committee for follow up.

CARRIED

- 5. 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 Executive report *Brad Collignon*



**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

Motion 17:52 Erin Martin/Marijaj Umali

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

CARRIED

6. Informational items

- 6.1 MIEMLT Bridging Program Update *Tricia VanDenakker*
- 6.2 RRC Medical Laboratory Science Program Update *Tricia VanDenakker*

7. Business Requiring Action

- 7.1 Board performance evaluation *Adam Chrobak and Brad Collignon*
- 7.2 Policy Reviews (Policies attached) *Brad Collignon*
 - All changes approved for BOA-1, BOA-6, BOA-10, BOA-11, and GP-26 for wording to be edited by CMLTM Staff and sent out to Council for approval. A motion will be made via SurveyMonkey to approve the policies before the next Council Meeting.
- 7.3 Council Term transition Plan *Adam Chrobak*
 - Presentation of a chart to arrange for staggering Council terms for only two Council members to be leaving per year. This will require a few current Council members to have a one year extension to their term.

Motion 17:53 Marijaj Umali/Barbara Lyons

Be it moved to approve the extension of Brad Collignon’s term on Council to the end of 2019 to allow for the transition to the three year staggered Council terms.

CARRIED

- 7.4 Jurisprudence Implementation *Tricia VanDenakker*
 - Staff requested decisions be made regarding the Jurisprudence module so they can draft the necessary policy.
- 7.5 CPP audit process decision *Brad Collignon*
 - Decision to be tabled until the next meeting.
- 7.6 Appointment of Complaints Committee Chair *Brad Collignon*

Motion 17:54 Erin Martin/Barbara Lyons

Be it moved to appoint Janie McBey as the Chair of the Complaints Committee starting January 1st, 2018.

CARRIED

- 7.7 Member concern *Adam Chrobak*
- 7.8 Future Priorities *Brad Collignon*
 - 7.8.1 Policy review schedule *Brad Collignon*
 - There are 12 policies up for review in 2018.



**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

7.8.2 GP-17

*Tricia VanDenakker and
Leanne Matthes*

Motion 17:55 Barbara Lyons/Marijay Umali

Be it moved to discontinue policies GP-16 and GP-17. CMLTM will no longer issue the new graduate award or honorary memberships, with the two current honorary members maintaining their position on that roster.

CARRIED

7.8.3 Member info on Public Roster

Brad Collignon

- E-mail to be sent out with examples of other information provided by other Colleges as compared to the CMLTM Member Search.

7.8.4 CCP review

Adam Chrobak

7.8.5 Action items review

Brad Collignon

7.8.6 Public representatives

Adam Chrobak

7.8.7 Committee Chair Terms

Brad Collignon

- Executive Committee will discuss at their next meeting regarding whether or not a Chair of a Committee should have a term.

7.9 Newsletter

Sandy Brooks

- Request for articles for the Newsletter still in effect, as always.

7.10 Education/Training Opportunities

*Adam Chrobak and
Brad Collignon*

8. New Business

8.1 Strategic Planning Motions

Brad Collignon

Motion 17:45 Robert Young/Marijay Umali

Be it moved to approve the changes to the Values of the CMLTM Vision, Mission, and Value Statements.

CARRIED

Motion 17:46 Marijay Umali/Erin Martin

Be it moved to approve the changes to the Mission of the CMLTM Vision, Mission, and Value Statements.

CARRIED

Motion 17:47 Barbara Lyons/Robert Young

Be it moved that a fee increase of \$100.00 be put into place for the 2019 practice year for "Inactive" members.

CARRIED (1 opposed)



**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

Motion 17:48 Melanie Grafton/Barbara Lyons

Be it moved to remove the “Inactive-Retired” sub-category of the “Inactive” roster and create a new category titled “Retired” under the By-Laws.

CARRIED

Motion 17:49 Barbara Lyons/Oleksandra Machynia

Be it moved to adopt the proposed 2018 Annual Report Budget as presented.

CARRIED

9 Future Meeting Schedule

Brad Collignon

- Continuing Competency Committee Meeting – January 18th, 2018 (5:30 PM)
- Council Meeting – February 10th, 2018 (9:00 AM to 12:00 PM)

10 Farewell to outgoing Council members

- Oleksandra Machynia
- Melanie Grafton
- Barbara Lyons

11 Future Agenda Items

Council

- Photographer will be in at the February 10th, 2018 meeting.

12 Meeting Review

Brad Collignon

13 Adjournment

Brad Collignon

- Meeting was adjourned by Brad Collignon at 2041hrs.

Approved on February 10, 2018 by Council