



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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

**Saturday February 10th, 0900 hrs
CMLTM Boardroom - 245 Lilac Street, Winnipeg, MB**

Present: Brad Collignon, Marijay Umali, Sandra Brooks, Tannu Sayed, Sajjid Janjua

Public Representatives: Robert Harvey, Robert Young

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

Regrets: Linda Schroeder, Erin Martin, Leanne Matthes

1. Call to order *Brad Collignon*
• Meeting called to order by Brad Collignon at 0930hrs.

2. Approval of December 13th, 2017 minutes *Brad Collignon*

Motion 18:01 Robert Young/Marijay Umali

Be it moved to approve the December 13th, 2017 minutes as amended.

CARRIED

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

4. Strategic Planning Update *Brad Collignon and
Adam Chrobak*

- Follow up on the Action Item list that was created at the 2017 Strategic Planning.

5. Consent Agenda Items:
5.1 Registrar's report *Adam Chrobak*
5.2 Q4 Financial statements *Leanne Matthes*
5.3 Board of Assessors report *Tracey Pronyk-Ward*
5.4 Continuing Competency Committee report *Linda Schroeder*
5.5 Complaints Committee report *Janie McBey*
5.6 Inquiry Committee report *Bonnie Grahame*
5.7 Executive report *Brad Collignon*

Motion 18:02 Sandra Brooks/Robert Young

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

CARRIED

6. Informational items
6.1 MIEMLT Bridging Program Update *Tricia VanDenakker*



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- 6.2 RRC MLS Program Update
- 6.3 Honorarium/Stipends
- 6.4 Webcast for 2018 AGM

Tricia VanDenakker
Adam Chrobak
Adam Chrobak

- Presentation of the cost and possibility of having a webcast for the Annual General Meeting (AGM). Registrar has been directed to pursue it for the 2018 AGM.

7. Business Requiring Action

- 7.1 Board and CEO performance evaluation

Adam Chrobak and
Brad Collignon

- Council meeting went In Camera at 1035 to 1040

Break at 1045 to 1050

Motion 18:03 Sandra Brooks/Robert Young

Be it moved to approve a 2% increase in Adam Chrobak’s salary effective as of his anniversary date of January 25th, 2018.

CARRIED

- 7.2 Appointment of CMLTM representative to Accreditation Canada

Brad Collignon

Motion 18:04 Sandra Brooks/Tannu Sayed

Be it moved to appoint Michele Sykes as the College of Medical Laboratory Technologists of Manitoba representative to Accreditation Canada.

CARRIED

- 7.3 Policy Reviews (Policies attached)

Brad Collignon

Motion 18:05 Barbara Lyons/Leanne Matthes

Survey Monkey from January 3rd, 2018: Be it moved that the policy revisions for BOA-1 (IEMLT), BOA-10, BOA-11, and GP-26 be approved.

CARRIED

Motion 18:06 Marijay Umali/Sandra Brooks

Be it moved to approve BOA-18 as the Jurisprudence Requirement.

CARRIED

Motion 18:07 Sandra Brooks/Robert Young

Be it moved that the policy revisions for TOR-1 and TOR-4 be approved.

CARRIED

- TOR-2 and TOR-3 will be tabled until the next Council meeting.
- PR-1 will be reviewed for the next Council meeting.



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7.4 Executive Committee meetings
7.5 Jurisprudence Implementation

*Brad Collignon
Tricia VanDenakker*

- Members will be notified that it must be completed before they can renew for 2019. The renewal page has been modified that they will not be able to proceed for the renewal until they have completed the Jurisprudence Module.

7.6 CCP audit process decision

Brad Collignon

- Transition process will be mailed out on Monday. Deadline of March 5th for Council to ask the Chair questions regarding the transition process. Decision to move forward or not on the transition process will be considered at the next Council meeting.

7.7 Future Priorities

Brad Collignon

7.7.1 Policy review schedule

Brad Collignon

- BOA-6 (tabled from last meeting) is still in discussion.

7.7.2 CCP review

Adam Chrobak

7.7.3 Pragmatic webcast

Adam Chrobak

7.7.4 Action items review

Brad Collignon

7.7.5 Public representatives

Adam Chrobak

7.8 Newsletter

Sandra Brooks

7.9 Education/Training Opportunities

*Adam Chrobak and
Brad Collignon*

8. New Business

Brad Collignon

8.1. Public Awareness Campaign

9. Future Meeting Schedule

Brad Collignon

- Continuing Competency Audit... March 17th, 2018.
- Council Meeting... April 21st, 2018.

10. Future Agenda Items

Council

11. Meeting Review

Brad Collignon

12. Adjournment

- Meeting was adjourned by Brad Collignon at 1145hrs.

Approved on April 21, 2018 by Council