



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS  
OF MANITOBA**

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

**Wednesday April 10, 2024, 1730hrs**

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

**Present:** Matthew Bueno de Mesquita, Jackie Tower, Amina Khizar (online), Kevin Simonetto (online), Curtis Born (online), Llorra Alejandro-Yarema (online)

**Public Representatives:** Steven Wu (online), Cynthia Rempel Patrick (online), Rajinder Pal Bhullar (online)

**Guests:** Adam Chrobak, Tricia VanDenakker, Fatima Daniel-Parent (online)

**Regrets:** Natalie Chaput, Maria Bobiles

- 1. Welcome and Land Acknowledgement Statement *Matthew Bueno de Mesquita*
  - Meeting called to order by Matthew Bueno de Mesquita, Council Chair, at 1732hrs. Quorum met.
  - Land Acknowledgement Statement was read.

- 2. Approval of February 7, 2024, Minutes *Matthew Bueno de Mesquita*
  - Corrections: None

**MOTION 24:11 Cynthia Rempel Patrick/Jackie Tower**

Be it moved to approve the February 7<sup>th</sup>, 2024 minutes as presented.

**CARRIED**

- 3. Approval of April 10<sup>th</sup>, 2024 Agenda *Matthew Bueno de Mesquita*
  - Additions/Corrections: None
  - Point of order: It was noted that Financials were not included on the agenda. This is because March is part of the 1<sup>st</sup> Quarter and were not ready in time for the meeting. Cynthia Rempel Patrick, Public Representative, suggested that they still be added to the April 10<sup>th</sup>, 2024 BoardEffect Meeting Book for ease of access for the new Council members to review them and familiarize themselves with how CMLTM financials are presented.

**MOTION 24:12 Jackie Tower/Cynthia Rempel Patrick**

Be it moved to approve the April 10<sup>th</sup>, 2024 agenda as presented.

**CARRIED**

- 4. Consent Agenda Items:
  - 4.1 Registrar’s report (previously circulated) *Adam Chrobak*
  - 4.2 Board of Assessors report (previously circulated) *Fatima Daniel-Parent*
  - 4.3 Continuing Competency Committee (previously circulated) *Natalie Chaput*



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4.4 Complaints Committee report (previously circulated)

*Maria Bobiles*

4.5 Inquiry Committee report (no report)

*Amina Khizar*

4.6 Executive report (previously circulated)

*Matthew Bueno de Mesquita*

**MOTION 24:13** Jackie Tower/Amina Khizar

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

**CARRIED**

5. Business Requiring Action

5.1 Council appointment

*Matthew Bueno de Mesquita*

- This motion was made electronically through BoardEffect on March 28, 2024.

**MOTION 24:10** Amina Khizar/Jackie Tower

Be it moved to appoint Curtis Born to Council prior to the next Council Meeting.

5.2 Policy Review: BOA-17 and GP-29

*Matthew Bueno de Mesquita*

- A briefing note was provided to Council for BOA-17.
- Adam Chrobak, Registrar/CEO, provided an explanation for new Council Members of the Fair Registration Practices Office (FRPO) and the Canadian Free Trade Agreement (CFTA) regarding labour mobility requirements with emphasis on how they relate to BOA-17 and the Regulated Health Professions Act (RHPA).

**MOTION 24:14** Cynthia Rempel Patrick/Jackie Tower

Be it moved to approve Policy BOA-17 and GP-29 as circulated.

**CARRIED**

5.3 Spring 2024 Newsletter

*Matthew Bueno de Mesquita*

**MOTION 24:15** Jackie Tower/Curtis Born

Be it moved to approve the Spring 2024 Newsletter as presented.

**CARRIED**

5.4 Council/Chair Annual Performance Evaluation

*Matthew Bueno de Mesquita*

- Identified keeping engagement with Council members as a key point for improvement to keep their interest in volunteering.
- Maintain financial literacy moving forward.
- It was identified that Council can get confused regarding the CMLTM mandate of patient protection with the MLT interest.
- Transfer of knowledge for Council members and the Chair.
- Many new Council members are first time members of a board that has legal/fiduciary responsibilities. The first year and part of the second year are where they're still learning. Good to keep that in mind for when evaluating yourself.
- The learning curve is very steep to learn about governance and financial statements. It can be overwhelming and daunting, but the documents are on BoardEffect for review at your own pace, including informative videos. Never be afraid to ask questions to of Staff.



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5.5 Registrar/CEO Annual Performance Evaluation

*Matthew Bueno de Mesquita*

**MOTION 24:16** Rajinder Pal Bhullar/Curtis Born

Be it moved for Council to go into Camera.

**CARRIED**

*Council went into Camera at 1839hrs.  
Council came out of Camera at 1939hrs.*

**MOTION 24:17** Llora Alejandro-Yarema/Amina Khizar

Be it moved that the Registrar/CEO receive a salary increase of 2.5% to be retroactive to the anniversary date of January 25, 2024.

**CARRIED**

5.6 CMLTM Townhall

*Matthew Bueno de Mesquita*

- What is the time commitment from Chair/Vice-Chair to prepare for the Townhall 2023?
  - Council Chair spent at least 5 hours preparing and memorizing information.
- Was the preparation time worth it with the number of people that attended the Townhall 2023?
  - The preparation effort did not fee like it was worth it for the number of people who showed up. But the Chair is of the opinion that it is better to do a Townhall than not.
- Did other Council members attend?
  - A few attended online, or popped in online but did not stay for the whole meeting.
- Council has a challenge recruiting Committee members. Perhaps target new graduates and host a meet and greet for new graduates. Registrar and Deputy Registrar meet with RRC Polytechnic medical laboratory sciences students several times.

**MOTION 24:18** Jackie Tower/Curtis Born

Be it moved for Council to hold a Townhall meeting on Saturday June 1<sup>st</sup>, 2024.

**CARRIED**

6. Informational items/updates

6.1 CMLTM RHPA Regulation Development

*Adam Chrobak*

- No update has been received recently. All additional information was included in the Newsletter article and Registrar’s report.
- Policy drafts have been forwarded to the legal drafters. Waiting on hearing the next steps.
- Adam Chrobak, Registrar/CEO, will be contacting those who are interested in reviewing the documents and standards of practice as we transition to the RHPA.

6.2 CAMLPR Flexible Pathways & Competency Profile

*Adam Chrobak*

- Canadian Alliance of Medical Laboratory Professionals Regulators (all MLT Regulators across Canada, except for Alberta who has resigned from the Alliance).
- Received 2 federal funding projects.



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- Flexible Pathways is moving into the next phase where the competency profile has been finalized. Directions Evidence & Policy Research Group has been contracted to develop the exam questions for the Pathways project. Several subject matter experts in each field of practice have been contracted. An exam platform provider has been contracted. The exam will be available online. The exam/assessments will include theoretical, and practical components.
- CAMLPR members have accepted the competency profile and assessment for the project.
- The Flexible Pathways Project is expected to accept the first applicants in January 2025.
- CMLTM Policies will need to be reviewed and revised for the Flexible Pathways project and for the transition to the RHPA. The RHPA grants a 1-year transition period.
  - The Executive Committee will create a workplan for policy review with CMLTM Staff.

### 7. Future Priorities

- 7.1 Nomination Committee, recruitment plan (succession plan for CMLTM Staff)
- 7.2 Review Standards of Practice, Code of Ethics
- 7.3 Develop Practice Directions
- 7.4 Annual Report and 2023 financial audit

### 8. Meeting Review

*Matthew Bueno de Mesquita*

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

### 9. Adjournment

*Matthew Bueno de Mesquita*

- The meeting was adjourned at 2012hrs by Matthew Bueno de Mesquita, Council Chair.

### **MOTION 24:19** Kevin Simonetto

Be it moved to adjourn the Council meeting.

Approved on June 12, 2024 by Council