



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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

Saturday April 18th, 2020, 0900 hrs

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

Present: Tannu Sayed (online), Sajjid Janjua (online), Sandra Brooks (online), Anna Avalos (online)

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

Guests: Adam Chrobak, Tricia VanDenakker (online), Heather Mauthe (online), Janie McBey (online), Tracey Pronyk-Ward (online), Brad Collignon

Gallery: None

Regrets: Kamran Bashir,

1. Presentation on Introduction to Cultural Safety by Kelli Wiebe and Faye Tardiff of the WRHA

2. Call to order *Tannu Sayed*

- Meeting called to order by Tannu Sayed at 1043hrs. Quorum met.

3. Approval of February 8th, 2020, Minutes *Tannu Sayed*

Motion 20:09 Sandra Brooks/Sajjid Janjua

Be it moved to approve the February 8th, 2020 minutes as presented.

CARRIED

4. Approval of Agenda *Tannu Sayed*

- Fixed date.

Motion 20:10 Cynthia Rempel-Patrick/Sandra Brooks

Be it moved to approve the April 18th, 2020 agenda as presented.

CARRIED

5. Current Strategic Plan Update *Adam Chrobak*

- Standing item.
- Still working on items from strategic plan developed last year. Tricia is working with the working group for the TRC action plan.
- Council training on TRC completed today.
 - Is Council comfortable with adding the acknowledgment statement at the beginning of every Council meeting now that training has been received?
Statement would be made after the meeting is called to order.
- COVID-19 situation has created a number of challenges for not only CMLTM but many people. Trying to keep financial situation on track.



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6. Consent Agenda Items:

6.1 Financial Report (Q1 2020)

Rajinder Pal Bhullar

- Circulated April 17th, 2020 (delay due to COVID-19 pandemic) and pulled from the Consent agenda items until next Council meeting for Council to review.

6.2 Registrar's report

Adam Chrobak

6.3 Board of Assessors report

Tracey Pronyk-Ward

- No report received. Committee did not meet.

6.4 Continuing Competency Committee report

Heather Mauthe

6.5 Complaints Committee report

Janie McBey

6.6 Inquiry Committee report

Brad Collignon

- No report received.

6.7 Executive Committee report

Tannu Sayed

- No report received. Executive Committee did not meet.

Motion 20:11 Rajinder Pal Bhullar/Sandra Brooks

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

CARRIED

7. Informational items

7.1 CMLTM-CSMLS Agreements

Adam Chrobak

- 2 service agreements with CSMLS – entry to practice exam, Prior Learning Assessment (PLA) services. Agreement to be reviewed every 2 years. Both agreements signed December 2017. CMLTM lawyers, Ken Muys and Sherry Brown, are reviewing the agreements. Some issues raised were language requirements and how CMLTM uses the PLA, and some things CSMLS must provide. A recently received PLA report raised some concerns:
 - The CSMLS self-directed bridging program has a self-directed clinical placement. The candidate is required to find a lab to provide them a clinical placement and evaluate their clinical competencies to the Canadian competency profile/standards. When this program was first presented by CSMLS to the regulators, it was assumed that the lab would be in Canada and the clinical assessments would be performed by a Canadian registered MLT. CSMLS recently approved a PLA candidate who completed their self-directed bridging hosted by a lab in their home country. Concerns were raised because there is no way to verify the person assessing the competencies is competent or that they are assessing to Canadian standards since they are not registered with Canadian regulators. Legal Council suggested we use the PLA as a report only and eligibility is determined by the regulators.
 - Previously, the Saskatchewan Society of Medical Laboratory Technologists (SSMLT) raised a concern regarding relevant and recent clinical practice reported in the PLA report. PLA reports have



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stating that candidates had no recent practice or practice 10+ years ago. No re-entry to practice required according to PLAs. These concerns to be addressed in the new agreement.

7.2 Database Upgrade

Adam Chrobak

- Taking longer than expected and over budget. Very close to moving from current system to cloud system. Once move is done, any work done after that is part of our annual subscription fees and no additional IT charges will apply. Initial discussion about the project were not explained clearly; the reality was that CMLTM would be required to rebuild a number of the current database functions/reports to be compatible with the new Cloud version. Number of reports had to be repaired or rebuilt by Adam Chrobak. The project required more IT support than expected, leading to the project being over budget.
- Currently CMLTM has upgraded to the 2017 version of the database. It is being evaluated to see if it is compatible to be moved to the cloud. We are not being charged for hosting our database on the iMIS virtual dedicated server (VDS) for 6 months (free of charge) while work is being completed. Reduced rate will be applied if the project takes longer. Migrating should hopefully be in the next few weeks.
- New Jurisprudence module is up and running, but the process used to send completion data back to the database is not working properly. The automated process is not currently functioning and the “pull” must be done manually. To date 50-60 people have completed the module, but a lot of people are trying to do it from work and employer firewalls are blocking them from accessing the learning management system (LMS).

8. Business Requiring Action

8.1 Policies for Review

Tannu Sayed

- BOA-17 to be reviewed under 8.3 as there was an issue paper submitted.

Motion 20:12 Cynthia Rempel-Patrick/Sajjid Janjua

Be it moved to approve the Policies BOA-2, BOA-7, BOA-19, GP-19, GP-20, and GP-23, as amended.

CARRIED

8.2 Deferral of Record Check requirement (Results from e-vote motion 20-08)

Tannu Sayed

(Survey Monkey) Motion 20:08 Cynthia Rempel-Patrick/Anna Avalos

Be it moved that the Registrar and BOA defer the requirement to submit new record checks for current registrants that have record checks on file that will expire (5 years) at the end of 2020 until the November 15, 2021 renewal deadline. The requirement to submit current record checks for new applicants will be suspended until three (3) months after the current state of emergency has been revoked. New applicants will be required to submit record checks three (3) months after the state of emergency has been revoked. If they do not



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submit their record checks at that time their registration will be suspended.

CARRIED

8.3 English Language Competency Assessment (Addition of TOEFL iBT to BOA-17)

Tannu Sayed

Motion 20:13 Sandra Brooks/Sajjid Janjua

Be it moved to accept the amended version of BOA-17 with the TOEFL test to be reviewed again when the COVID-19 pandemic has been resolved.

8.4 Committee Members

Adam Chrobak

Motion 20:14 Steven Wu/Sandra Brooks

Be it moved to appoint Michael David to the Complaints Committee, Shiby Kuriakose to the Continuing Competency Committee, and Fatima Daniel-Parent and Prashant John to the Board of Assessors.

CARRIED

9. Future Priorities

9.1 Strategic Planning (2020)

Adam Chrobak

- Survey was sent out to registrants, Council, and external stakeholders (other MLT regulators across Canada). Cassandra Montanino (Health In Common) received a lot of good, thoughtful responses and is currently compiling the responses. Once ready, she will contact CMLTM and the sub-committee (Tricia Van Denakker, Adam Chrobak, Tannu Sayed) will meet to go review the results. Once they have items ready, they will share with Council. On track to have the Strategic Planning meeting in October as per usual.

9.2 Policy review schedule

Tannu Sayed

- List to be updated by Tricia Van Denakker upon return to work next week. Will be forwarded to Council afterwards so everyone is aware of where we are on the Policy Review schedule.

9.3 RHPA regulation review

Adam Chrobak

- Standing item. Regulation Reviews are still on hold. Current COVID-19 situation is not giving CMLTM much time to work on the reserved act applications. Adam Chrobak has connected with a number of educators to get their input on the applications. There is no Cytology program in Manitoba (only 2 in Canada) and Adam Chrobak has connected with both programs and they are willing to work with us. Only 2 Clinical Genetic programs. Been connected with them too and they are willing to work on the application with us as well. Temporarily on hold until pandemic is resolved.
- Most work is completed at CMLTM by the Registrar. Committee does not have to meet at this time.



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9.4 Grant application CAMLPR project

Adam Chrobak

- Grant for Canada-wide landing platform for IEMLTs has been accepted and informally approved. A formal proposal with budget must be created. Deadline extended to June. Tricia Van Denakker and Adam Chrobak did provide a number of documents for language setting exercise as those are a key component of one of the projects which received approval.
- CMLTM considering adding a registration category for Manitoba IEMLTs seeking PLA so all IEMLTs can “register” and be on file and be tracked on their progress. This was previously suggested by the OMFC but it was difficult to implement as CMLTM would be the only MLT regulator doing it this way. With the landing site and the regulators taking more control of the PLA process, it might be more feasible.

9.5 Annual Report

Adam Chrobak

- Just starting to work on it.
- Committee Chairs to submit their reports. Auditor’s report should be ready at the beginning of May.

9.6 Council Call for Nominations

Adam Chrobak

- Nomination e-mail to be prepared shortly.
- Open positions: 2 city and 2 rural
- Tannu Sayed and Sajjid Janjua willing to run for second terms (city).

9.7 Action items review

Tannu Sayed

- Standing item.

10. Newsletter

Sandy Brooks

- Standing item.
- With the new database upgrade, we will no longer be using Informz. This created a new look to the newsletter. Feedback from Council was positive.

11. Education/Training Opportunities

Adam Chrobak

- Postponed or online only opportunities. LabCon cancelled.

12. Future Meeting Schedule

Tannu Sayed

- Council Meeting – Tuesday June 2nd, 2020

13. Future Agenda Items

Council

- Deferred Q1 Financial
- Tricia Van Denakker and Adam Chrobak to develop a Truth and Reconciliation Commission (T&RC) statement to be used at the beginning of Council meetings. To be presented to Council at June meeting.



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- CMLTM-CSMLS Agreements
- Database Upgrade

14. Adjournment

- Meeting was adjourned by Tannu Sayed at 1208hrs.

Tannu Sayed

Approved on June 2, 2020 by _____ COUNCIL