



**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 April 19th, 2023, 1730 hrs

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

Present: Matthew Bueno de Mesquita, Kevin Simonetto, Amina Khizar, Jesziel LaForrest (online), Kristy Peadson (online)

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

Guests: Adam Chrobak, Tricia VanDenakker, Gloria Mactavish (online), Maria Bobiles (online), Natalie Chaput (online)

Regrets: Steven Wu

1. Call to Order and Land Acknowledgement Statement *Matthew Bueno de Mesquita*
- Meeting called to order by Matthew Bueno de Mesquita at 1736hrs. Quorum met.
 - Land Acknowledgement Statement was read.

2. Approval of February 8, 2023, Minutes *Matthew Bueno de Mesquita*
- Corrections: None

MOTION 23:09 Cynthia Rempel-Patrick/Kevin Simonetto

Be it moved to approve the February 8th, 2023 minutes as presented.

CARRIED

3. Approval of Agenda *Matthew Bueno de Mesquita*
- Corrections/Additions: None

Maria Bobiles joined the meeting at 1739hrs.

MOTION 23:10 Cynthia Rempel-Patrick/Amina Khizar

Be it moved to approve the April 19th, 2023 agenda as presented.

CARRIED

4. Consent Agenda Items:
- 4.1 Financial report, 2023 Q1 *Kevin Simonetto*
- Deferred to May 2023 Council meeting.
- 4.2 Registrar's report *Adam Chrobak*
- Previously circulated.
- 4.3 Board of Assessors report *Prashant John*
- Previously circulated.



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4.4 Continuing Competency Committee

- Previously circulated.

Natalie Chaput

4.5 Complaints Committee report

- Previously circulated.

Maria Bobiles

4.6 Inquiry Committee report

- No report submitted. No meeting was held.

Amina Khizar

4.7 Executive report

- Previously circulated.

Matthew Bueno de Mesquita

4.8 Nomination Committee

- Previously circulated.

Sajjid Janjua

4.9 Newsletter (Confirm vote)

Matthew Bueno de Mesquita

SURVEY MONKEY MOTION 23:08 Amina Khizar/Jesziel LaForrest

Be it moved to approve the CMLTM 2023 Spring Newsletter for distribution.

CARRIED

MOTION 23:11 Kevin Simonetto/Jesziel LaForrest

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

CARRIED

5. Business Requiring Action

5.1 BOA policy review: BOA-15/20

Prashant John

- Briefing note was updated and edited by Tricia VanDenakker (Deputy Registrar) and Amina Khizar (Council Member at Large/Chair of Inquiry Committee).
- Gloria Mactavish (Board of Assessors, on behalf of the BOA Chair) suggested an addition to page two of BOA-20 regarding mention of Professional Liability Insurance (PLI). Discussion followed regarding how PLI is a requirement of registration with CMLTM regardless and it is a part of the regulations to provide evidence that PLI has been obtained. Mention of PLI is not mentioned in other policies regarding types of registration available.
 - Addition made to policy regarding requirement of PLI as laid out in the regulations.
- Amina Khizar (Council Member at Large/Chair of Inquiry Committee) suggested addition of specifying a 4-year degree for BSc regarding relevant science degree in the policy.

Kristy Peadson joined the meeting at 1838hrs.

MOTION 23:12 Kevin Simonetto/Jesziel LaForrest

Be it moved to approve BOA-20 Substantive Equivalency for Limited Practice Policy as amended.

CARRIED

5.2 Jurisprudence Module, Health Equity & Cultural Humility
(BOA-18)

Tricia VanDenakker



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- A Briefing Note was provided for many additions to be made to BOA-18 policy “Jurisprudence Awareness”.

MOTION 23:13 Amina Khizar/Kevin Simonetto

Be it moved to approve BOA-18 Jurisprudence Awareness Policy as amended with the requirement to refresh jurisprudence modules every five (5) years deferred by one year.

CARRIED

5.3 TRC Working Group TOR-6

Tricia VanDenakker

- A new Terms of Reference (TOR-6) has been created for the Truth & Reconciliation Working Group (Committee).
- Rajinder Pal Bhullar (Public Representation) suggested indicating a total of six years to the term length of volunteers on the Committee.

MOTION 23:14 Amina Khizar/Jesziel LaForrest

Be it moved to approve TOR-6 CMLTM Truth and Reconciliation Commission Committee as amended.

CARRIED

5.4 Honorarium, GP-8

Matthew Bueno de Mesquita

- A Briefing Note was provided with information and options regarding the Honorarium for Public Representatives when attending meetings of the CMLTM Council or Committees.
- Current Honorarium is \$75.00 for a half day and \$150.00 for a full day.
- Cynthia Rempel-Patrick (Public Representation) requested a table that shows the Honorariums for Public Representatives across other Health Regulatory bodies.
- Cynthia Rempel-Patrick (Public Representative) requested an addition to the policy to include the process on how to submit for Honorarium.
- Deferred until September 2023 Council Meeting.

MOTION 23:15 Cynthia Rempel-Patrick/Rajinder Pal Bhullar

Be it moved for Council to go In Camera to discuss the Registrar/CEO’s Annual Performance Evaluation.

CARRIED

Council went In Camera at 1910hrs.

Council returned from In Camera at 2015hrs.

5.5 Annual performance evaluation, Registrar/CEO

Matthew Bueno de Mesquita

MOTION 23:16 Rajinder Pal Bhullar/Cynthia Rempel-Patrick

Be it moved that the Registrar/CEO’s annual salary be increased by 2% retroactive to January 25th, 2023.

CARRIED

- Matthew Bueno de Mesquita (Council Chair) will provide the Registrar/CEO annual



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performance review memo, including details of salary increase, to the Registrar and Ibox payroll.

6. Informational items/updates

6.1 CMLTM Reserved Act Application

Adam Chrobak

- Twelve (12) presentations have been scheduled with different key stakeholders. Eight (8) have been completed thus far. There have been no concerns with our reserved act submission. Everyone is positive about how concise and precise our detailed report was. A few follow up questions have been submitted that were not quite related to our reserved act, though they were interesting (flexible registration pathways project and importance of including more genomics related competencies in the general competency profile).

6.2 Manitoba Indigenous Cultural Safety Training (MICST) Update *Tricia VanDenakker*

- Seats have been secured through the providers instead of the WRHA. Six (6) have been registered for the first cohort. Any Council members that have been registered will have received an email regarding the start of their cohort. CMLTM purchased ten (10) seats.

7. Future Priorities

- 7.1 Policies for future review, BOA-11, TOR-1, 2, 3, 4, GP-12, 13, 14, 15, 19, 20, 22, 23
- 7.2 Nomination Committee, recruitment plan
- 7.3 CMLTM Townhall meeting, April 22, 2023
- 7.4 2023 Fall Newsletter
- 7.5 2022 Annual Report
- 7.6 2022 Financial Audit
- 7.7 2023 Annual General Meeting

8. Future Agenda Items

Council

- September 2023 – Honorarium (GP-8)

9. Meeting Review

Matthew Bueno de Mesquita

- To be completed in BoardEffect via online survey.

10. Adjournment

Matthew Bueno de Mesquita

- Meeting was adjourned by Matthew Bueno de Mesquita at 2025 hrs.

MOTION 23:17 Cynthia Rempel-Patrick

Be it moved to adjourn the meeting.

CARRIED

Approved on May 17, 2023 by COUNCIL