



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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

Tuesday June 2nd, 2020, 1730 hrs

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

Present: Tannu Sayed, Sandra Brooks (online), Anna Avalos (online), Kamran Bashir (online)

Public Representatives: Rajinder Pal Bhullar (online)

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

Gallery: None

Regrets: Sajjid Janjua, Cynthia Rempel-Patrick, Steven Wu, Brad Collignon

1. Call to order *Tannu Sayed*
 - Meeting called to order by Tannu Sayed at 1741hrs. Quorum not met as there were no Public Representatives in attendance. Informational items 6.1-6.3 and 8.2-8.4 were covered while awaiting quorum.
 - Rajinder Pal Bhullar joined the Zoom Meeting at 1821hrs. Quorum now met.

2. Approval of April 18th, 2020, Minutes *Tannu Sayed*

Motion 20:15 Sandra Brooks/Rajinder Pal Bhullar
Be it moved to approve the April 18th, 2020 minutes as presented.
CARRIED

3. Approval of Agenda *Tannu Sayed*

Motion 20:16 Sandra Brooks/Kamran Bashir
Be it moved to approve the June 2nd, 2020 agenda as presented.
CARRIED

4. Current Strategic Plan Update *Adam Chrobak*
 - Standing item.
 - TRC training was completed and working group has prepared the proposed statement that they recommend Council use.
 - Financial plan is still on track. Hopefully markets will bounce back. Our accountant has mentioned that our current losses due to COVID19 should even out by the end of the year.

5. Consent Agenda Items:
 - 5.1 Financial Report (Q1 2020) deferred from previous mtg. *Rajinder Pal Bhullar*
 - 5.2 Registrar's report *Adam Chrobak*
 - 5.3 Board of Assessors report *Tracey Pronyk-Ward*
 - 5.4 Continuing Competency Committee report *Heather Mauthe*
 - No report received. Committee did not meet.



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5.5 Complaints Committee report

- No report received. Committee did not meet.

Janie McBey

5.6 Inquiry Committee report

- No report received. Committee did not meet.

Brad Collignon

5.7 Executive report

- No report received. Committee did not meet.

Tannu Sayed

Motion 20:17 Sandra Brooks/Anna Avalos

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

CARRIED

6. Informational items

6.1 CMLTM-CSMLS Agreements

Adam Chrobak

- Update provided in Registrar's Report.
- Adam (Registrar) and Tricia (Deputy Registrar) have been meeting with the lawyers to review the documents for the exam agreement and PLA agreement. One lawyer commented that the exam agreement looks like a service agreement and the PLA looks like a brochure of what they can do for us. Both documents are being cleaned up to be a 3rd party service agreement as they were intended to be.

6.2 Database Upgrade

Adam Chrobak

- Update provided in Registrar's Report.
- No big changes. Transition is still underway. Budget has been surpassed, but Adam (Registrar) has raised concerns with the IT consultants and they have committed to providing a number of hours in support free of charge.

6.3 Cultural Sensitivity training feedback

Adam Chrobak

- Survey feedback was positive. Some noted they were interested in further learning. Those who would like more education on this topic can contact Tricia (Deputy Registrar) and she will arrange.

7. Business Requiring Action

7.1 Auditor's Report

Adam Chrobak

Motion 20:18 Rajinder Pal Bhullar/Kamran Bashir

Be it moved to accept the 2019 Auditor's Financial Report as presented.

CARRIED

7.2 TRC Acknowledgement Statement

Tannu Sayed

- Staff will develop a communication plan of when it will be used and update the Communications Policy to reflect the new plan.

Motion 20:19 Anna Avalos/Rajinder Pal Bhullar

Be it moved to approve the following acknowledgement statement;

"We [I] would like to begin by acknowledging that the College of Medical Laboratory Technologists of Manitoba is built on original lands of Anishinaabeg, Cree, Oji-Cree, Dakota,



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and Dene Peoples, and on the homeland of the Métis Nation. We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.”

CARRIED

7.3 CSMLS Remotely Proctored Testing

Adam Chrobak

- The current COVID19 pandemic has impacted the ability of MLT examination candidates to sit the entry-to-practice examinations at testing centers throughout Canada. CSMLS plans to pilot remote proctoring for the upcoming General and Cytology MLT examinations. Regulators were not consulted in this decision and CMLTM has issues with remotely proctored testing they would like addressed before exams can be offered this way.
- Council requires further data before any decision can be made on Remotely Proctored Testing. Questions collected from Council members by Adam to be brought forward to CSMLS.

Motion 20:20 Rajinder Pal Bhullar/Sandra Brooks

Be it moved that Council does not approve any remote proctored testing (RPT) for the MLT exam until enough data has been received to make an informed decision on issues related to RPT and have received responses to all questions prepared for the Thursday meeting. CMLTM will not accept any results from remote proctored testing until then.

CARRIED

8. Future Priorities

8.1 Strategic Planning (2020)

Adam Chrobak

- Little communication from Health In Common as they are working from home and everyone is dealing with COVID-19. They did send an e-mail last week based on the results from the survey.
- External stakeholders (CAMPLR and other regulators) had a 100% response rate. Registrant response was 15-20% response rate. Not great, but still pretty good for most surveys.
- Meeting scheduled toward the end of June to discuss the results and how we will be moving forward with Strategic Planning. By October, it should be alright to hold Strategic Planning here at the CMLTM office again.

8.2 Policy review schedule

Tannu Sayed

- Nothing due currently. Next up will be reviewed in September.

8.3 RHPA regulation review

Adam Chrobak

- Everything on hold due to COVID-19.

8.4 Grant application CAMLPR project

Adam Chrobak

- Update provided in Registrar’s Report.
- Application process has been completed. It was submitted last week by the



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Registrars of NSMLT and SSMLT.

8.5 2019 Annual Report

Adam Chrobak

- Report is being finalized.

8.6 Council Nominations

Adam Chrobak

- Notice was mailed out mid-May, but no nominations have been received yet. Tricia has taken note of those who were audited that had goals related to being more involved with the College.
- E-mail will be sent on behalf of nomination chair (Kamran Bashir) to those who have indicated on renewal that they are interested in volunteering.

9. Newsletter

Sandy Brooks

- Standing item.
- Staff will start working on the newsletter towards the end of the summer.
- Article desired regarding MLTs working on the frontline.

10. Education/Training Opportunities

Adam Chrobak

- Postponed or online only opportunities currently.
- LabCon has been moved to online.

11. Future Meeting Schedule

Tannu Sayed

- Council to discuss the possibility of another remote meeting to follow up on the Remotely Proctored Testing if data is available.
- Council Meeting – Friday September 25th, 2020
- Annual General Meeting – Saturday September 26th, 2020

12. Future Agenda Items

Council

- CMLTM-CSMLS Agreement Update
- Communication Plan/Policy Update to include the TRC Statement
- 2019 Annual Report
- Nominations follow-up

13. Adjournment

Tannu Sayed

- Meeting was adjourned by Tannu Sayed at 2005hrs.

Approved on _September 25, 2020 by _____ COUNCIL