



**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**

Friday September 24th, 2021, 0530 hrs

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

Present: Sajjid Janjua, Anna Avalos (online), April Obirek (online), Michael David (online), Laurel-Ann Rice (online)

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

Guests: Adam Chrobak, Tricia VanDenakker, Heather Mauthe, Gloria Mactavish (online)

Gallery: None

Regrets: Kamran Bashir, Brad Collignon

1. Call to order and Land Acknowledgement Statement *Sajjid Janjua*
- Meeting called to order by Sajjid Janjua at 1733hrs. Quorum met.
 - Land Acknowledgement Statement was read.

2. Approval of June 5th, 2021, Minutes *Sajjid Janjua*
- Corrections: Sajjid was in person (not online).

Motion 21:26 Laurel-Ann Rice/Rajinder Pal Bhullar

Be it moved to approve the June 5th, 2021 minutes as amended.

CARRIED

3. Approval of Agenda *Sajjid Janjua*
- Additions/Corrections:
 - (no report) added next to Complaints Committee Report in Consent Agenda Items
 - 5.7 changed to 5.6

Motion 21:27 Michael David/Laurel-Ann Rice

Be it moved to approve the September 24th, 2021, agenda as amended.

CARRIED

4. Consent Agenda Items:
- 4.1 Financial report (Q1) *Rajinder Pal Bhullar*
- 4.2 Registrar's report *Adam Chrobak*
- Previously circulated.



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4.3 Board of Assessors report – previous circulated

Gloria Mactavish

- Previously circulated.

4.4 Continuing Competency Committee report

Heather Mauthe

- Previously circulated.
- The Deputy Registrar, Tricia VanDenakker, made suggestions for the Committee regarding registrants who obviously do most of their CE only after they get a notice of audit. It is considered unprofessional and there should be some form of consequences (professionalism course?).
- The Continuing Competency Program needs an overhaul as it was built in 2010 and has not been refreshed since then.

4.5 Complaints Committee report

Michael David

- No report. Did not meet.
- There are no new complaints, and the investigator is working on the reports for the open complaints that were received earlier this year.

4.6 Inquiry Committee report

Brad Collignon

- No report. Did not meet. Public Representative position vacant.

4.7 Executive report

Sajjid Janjua

- No report. Did not meet.

Motion 21:28 Laurel-Ann Rice/Michael David

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

CARRIED

5. Informational items/updates

5.1 Public Representatives

Adam Chrobak

- The Registrar, Adam Chrobak, has contacted the Agencies Boards and Commissions (ABC) Coordinator for an update on the new appointments since the three public representatives appointed to the Complaints and Inquiry committees have officially resigned.
- The three current public representatives on Council have agreed to stay on for another term.
- Will follow up with the ABC office.

5.2 Strategic Planning

Adam Chrobak

- The Registrar, Adam Chrobak, and the Deputy Registrar, Tricia VanDenakker met with Cathy Stevens from Health in Common. It has been decided that October 23rd, 2021, is when the 2021 Strategic Planning will be held (delayed from October 2020).



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- The venue for the Strategic Planning is pending. CMLTM staff will look for a meeting space for 18 participants with a good cancellation policy in case of restrictions changing. If it falls through due to restrictions, Council will consider a hybrid meeting in the CMLTM boardroom (partially held online, partially held in person).

5.3 Council Photos

Adam Chrobak

- The 2021 Council photo will be attempted at the Strategic Planning. The Registrar, Adam Chrobak, will need to speak with the photographer regarding how to do the group shot while respecting physical distancing and restrictions.

5.4 Regulation Review

Adam Chrobak

- The Registrar, Adam Chrobak, received an e-mail from Donna Hill (Executive Director with Manitoba Health Legislative unit) regarding the regulation review. CMLTM has been asked to resume the regulation review process. They will do so in the coming week.
- Leanne Matthes, former CMLTM public representative and the former policy analyst for the College of Registered Nurses of Manitoba (CRNM), has been contacted to consult with the regulation review and by-laws.

5.5 Annual General Meeting

Adam Chrobak

- The Annual General Meeting is tomorrow, October 25th, 2021.
- The starting time of the AGM had to be adjusted to the parliamentarian having a previous engagement earlier in the morning.
- The presentation will start at 11:00am and go until roughly 12:15pm. The AGM will start at 12:30pm, depending upon the arrival of the parliamentarian.
- Scrutineers will not be required as voting is captured by Zoom and can be reported by the Registrar, Adam Chrobak, to the Council Chair and parliamentarian.

5.6 Election Results

Adam Chrobak

- Matthew Bueno de Mesquita has been elected to Council (City of Winnipeg) with majority vote. He will be present at the next Council meeting in October.
- 229 votes were cast, which is roughly 23% of CMLTM registrants.
- The Election Buddy platform was used for the election.

6. Business Requiring Action

6.1 Registrar annual performance evaluation

Sajjid Janjua

- The Registrar, Adam Chrobak, has not received his annual performance evaluation report for 2020.
- Sajjid Janjua will provide the final annual performance evaluation.

6.2 Appointment of Rural Rep to Council

Sajjid Janjua

- Amina Khizar's nomination was received after nominations were closed. She will be appointed to Council as no other nominations were received for the rural riding.
- Kamran Bashir, Council member at large and Chair of the Nominations Committee,



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will be moving to Winnipeg. Council must decide if they wish to extend his position as a rural representative to the end of his term (December 31st, 2022).

Motion 21:29 Michael David/April Obirek

Be it moved to appoint Amina Khizar as a rural position on Council until December 31st, 2024.

CARRIED

Motion 21:30 Cynthia Rempel Patrick/Michael David

Be it moved to reaffirm Kamran Bashir as a rural position on Council until December 31st, 2022.

CARRIED

6.3 Final Decision on Remote Proctored Exams

Sajjid Janjua

- Most students seem to prefer in person testing vs RPT. They find it more stressful to have someone watching while they are taking at test at a computer.
- Seats at testing centers for the CSMLS exam are first come first serve. Those who are unable to get seats have the option of RPT, or they may defer their exam if they are not comfortable taking RPT. However, there is usually a fee for deferrals. If RPT is chosen, students **must** ensure that they have a solid internet connection and should test this prior to taking the exam.
- The RPT allows for flexibility of choice in location of taking the exam.

Motion 21:31 Michael David/Laurel-Ann Rice

Be it moved to officially approve the use of Remotely Proctored Tests (RPT) as an option for taking the CSMLS exam.

CARRIED

6.4 MLT Competency Boundaries

Adam Chrobak

- The Simulation and Competency Obtainment; CSMLS Recommendations for Simulation in Assessment of MLT Competencies final report indicates that approximately 70% of the MLT competencies could be met through simulation.

Motion 21:32 Laurel-Ann Rice/Cynthia Rempel Patrick

Be it moved to approve the CSMLS Report on Simulation in Assessment of MLT Competencies.

Deferred; Survey Monkey vote to be sent.

6.5 Special Levy

Adam Chrobak

- The Registrar, Adam Chrobak, has determined that after the 2022 renewal (deadline November 15th, 2021), the CMLTM will have met the Legal Reserve goal of \$500,000. As such, he believes that this year is the last we will need to collect the Special Levy.



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Motion 21:33 Laurel-Ann Rice/Michael David

Be it moved to discontinue the Special Levy of \$100.00 for the 2023 practice year fees.

CARRIED

6.6 2021 Annual Meeting Preparation

Adam Chrobak

6.7 Fall Newsletter

- Staff has been preparing the newsletter and hope for it to go out in the next few weeks.

7. Future Priorities

- Truth and Reconciliation Working Group has a meeting on Monday.
- Regulation Review
- Staff is working on a new eLearning Module
- Policy Reviews

8. Future Agenda Items

- The next Council meeting is Friday October 22nd, 2021 (5:30pm to 8:30pm).
- Strategic Planning meeting will be Saturday October 23rd, 2021. Venue TBA.

10. Meeting Review

Sajjid Janjua

- Survey will be sent out to attending members of Council and Committee Chairs.

11. Adjournment

Sajjid Janjua

- Meeting was adjourned by Sajjid Janjua at 1936hrs.

Motion 21:34 Laurel-Ann Rice/not required

Be it moved to adjourn the September 24th, 2021, Council Meeting.

CARRIED

Approved on October 22nd, 2021 by COUNCIL