



**COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS
OF MANITOBA**

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

Friday September 25th, 2020, 1730 hrs

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

Present: Tannu Sayed, 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, Tracey Pronyk-Ward (online), Brad Collignon (online), Heather Mauthe (online)

Gallery: None

Regrets: Janie McBey, Kamran Bashir

1. Call to order *Tannu Sayed*
 - Meeting called to order by Tannu Sayed at 1748hrs. Quorum met.
 - Land Acknowledgement Statement was read.

2. Approval of June 2nd, 2020, Minutes *Tannu Sayed*

Motion 20:22 Cynthia Rempel-Patrick/Sandra Brooks
Be it moved to approve the June 2nd, 2020 minutes as presented.
CARRIED

3. Approval of Agenda *Tannu Sayed*

Motion 20:23 Sandra Brooks/Steven Wu
Be it moved to approve the September 25th, 2020 agenda as amended.
CARRIED

4. Current Strategic Plan Update *Adam Chrobak*
 - Standing item.
 - Strategic Plan from last year partially delayed due to the pandemic. TRC Working Group hasn't met in person, but developed the Acknowledgment Statement. We are not spending money on meetings and travel, so the budget is looking fairly good for this year despite the database upgrade is still underway and is well over budget. Pushing to have it ready for renewals (October 1st).
 - We invested 73,800\$ after renewals we collected 93,800\$ and in February 2020 Council approved that 20,000\$ would go towards the 2019 Complaints Legal Fees. That's why the investment was less than what was collected. Since January, the accountant has been tracking how much we have collected this year in new applicants in special levies and will be investing it in January.

5. Consent Agenda Items:
 - 5.1 Financial Report (Q2 2020) *Rajinder Pal Bhullar*



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- 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.
 - 5.5 Complaints Committee report *Janie McBey*
 - No report received. Committee did not meet.
 - 5.6 Inquiry Committee report (no report) *Brad Collignon*
 - No report received. Committee did not meet.
 - 5.7 Executive report *Tannu Sayed*
 - No report received. Committee did not meet.
- Motion 20:24** Rajinder Pal Bhullar/Sajjid Janjua
Be it moved to adopt the Consent Agenda Items as presented.
CARRIED

6. Informational items
- 6.1 CMLTM-CSMLS Agreements (See Registrar's report) *Adam Chrobak*
 - CMLTM initiated a pan-Canadian standardization of the CSMLS Prior Learning Assessment and agreements with the CSMLS.
 - Finalized the agreements a week ago. Will be sent to CAMPLR for final agreement and discussion before returning to CSMLS.
 - 6.2 Database Upgrade (see Registrar's report) *Adam Chrobak*
 - Is live, but many bugs have been found. Hoping to have it all resolved by the beginning of Renewals for 2021.
 - 6.3 BC Regulation Review Report (previously circulated) *Adam Chrobak*
 - 6.4 Special Levy Update (BMO Statement) *Adam Chrobak*
 - 6.5 Free Press Article and Brandon Sun Article *Adam Chrobak*
 - On Wednesday September 23rd, Free Press ran an article about COVID-19 testing capacity must be improved. It was reprinted in the Brandon Sun. Registrar and Deputy Registrar drafted a letter in response. Article and response will be included in the post-AGM e-mail sent to all registrants.

7. Business Requiring Action
- 7.1 Council Nominations and appointments *Adam Chrobak*
 - Michael David was the only applicant for Division 1. He is appointed to Council by acclimation.

Motion 20:25 Sandra Brooks/Cynthia Rempel-Patrick
Be it moved to appoint April Obirek to Council for a 1 year term as Division 2; and to appoint Laurel-Ann Rice to Council for a 3 year term as Division 2.

CARRIED

- Will discuss recruitment strategies at Strategic Planning and possibility of whole Council being a part of the Nomination Committee.

- 7.2 TRC Acknowledgement Statement *Tannu Sayed*
Communication Options



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- Recommended to post it on the public website, member website, and add to Newsletter.

Motion 20:26 Cynthia Rempel-Patrick/Sajjid Janjua

Be it moved to implement the use of the Acknowledgement Statement using option 2 (Internal Use by Council and Committees), Option 3 (External Use via website), and Option 4 (External Use via Newsletter) in addition to the current practice of reading at Council Meetings, Special Meetings, and the Annual General Meeting.

CARRIED

- Policy will be created to reflect the motion above.

7.3 CSMLS Remotely Proctored Testing

Adam Chrobak

- CMLTM’s concerns were addressed. Responses were received to all questions that were sent. Due diligence has been done. Pilot has been extended until April 2021 for further review as the original group reviewed was rather small.

7.4 Policy Review (EI-1, EL-2, EL-3, EL-4, EL-5, EL-6, EL-7, GP-24)

Tannu Sayed

Motion 20:27 Sajjid Janjua/Sandra Brooks

Be it moved to approve EL-1, EL-2, EL-3, EL-4, EL-5, EL-6, EL-7, and GP-24 as presented and amended.

CARRIED

7.5 Email regarding COVID relief-registration fees

Tannu Sayed

- CSMLS has issued an email statement to their members that they did a research project over the summer and 1/3 of the responses indicated there was a financial impact and their board decided not to issue the fee increase they had previously approved. A few CMLTM registrants have contacted the office inquiring if CMLTM will be making a similar decision.
- In Manitoba, there have been no layoffs or job loss that CMLTM was made aware of. Hours were reduced at Dynacare, but their paycheck was not affected. Other industries were impacted, but that is not something that CMLTM has influence over.
- To be noted, when exceptions are made for the Pandemic, it is possible that it may be brought up again when the Pandemic is over. May have long term impact to set a precedent.

Motion 20:28 Sajjid Janjua/Steven Wu

Be it moved to waive the 3% fee increase for the 2021 renewals.

CARRIED

8. Future Priorities

8.1 Strategic Planning (2020)

Adam Chrobak

- Meeting will be held at an external location on Saturday October 17th, 2020. The facilitator came to view the CMLTM office and decided to use an



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alternative location. Will cost an additional \$500.00.

- Need to touch base about the maximum gathering amount as Winnipeg is now at orange level and we may have too many people for a gathering.

8.2 Policy review schedule (completed for current year) *Tannu Sayed*

- Up to date for the rest of the 2020 year.

8.3 RHPA regulation review *Adam Chrobak*

- Standing item. On hold for the time being.

8.4 Grant application CAMLPR project *Adam Chrobak*

- No updates.

8.5 Action items review *Tannu Sayed*

- Standing item. No updates.

9. Newsletter *Sandra Brooks*

Motion 20:29 Sandra Brooks/Cynthia Rempel-Patrick

Be it moved to approve the Fall 2020 Newsletter as circulated.

CARRIED

Sajjid Janjua excused himself from the meeting.

10. Education/Training Opportunities *Adam Chrobak*

- Adam will send out as they are received. Most opportunities are virtual at this time.

11. Future Meeting Schedule *Tannu Sayed*

- Council Meeting by Zoom – October 16th, 2020
- Strategic Planning – October 17th, 2020

12. Future Agenda Items *Council*

- CSMLS Remotely Proctored Testing

13. Adjournment *Tannu Sayed*

- Meeting was adjourned by Tannu Sayed at 1937hrs.

Approved on October 16th, 2020 by COUNCIL