

November 2004- Council Highlights

At its last scheduled meeting in 2004, Council approved:

- A Policy defining the Substantial Equivalency Route to MLT registration and regulation
- A College Privacy Policy and Personal Information Code
- The 2005 Council Meeting Schedule
- An honoraria rate for Councilors attending scheduled Council meetings only
- Draft 5 of the 2005 College Budget as revised
- Revisions to College Policies in accordance with the annual review / revision / approval process
- A revised and updated College Mission Statement and adopted a set of College Governing Value Statements
- The MLT Restricted Activities Task Force Terms of Reference
- The revised NMLW Handbook
- The revised College Organizational Chart, Structural and Functional
- The revised College Volunteer Resource Form
- The Communications Leader Role Description and Recruitment Ad
- Acceptance of the 2004 - 2005 Strategic Plan as updated including Measurable Accomplishments and Action Plans
- The Appointment of the following for the year 2005:
 - Denise Stewart as Registration Chair
 - Marie Halvorson as Continuing Competence Working Sub-Committee Chair
 - Lois Berg as College Representative to the CSMLS Council on National Certification

August 2004- Council Highlights

At its' regularly constituted meeting in August:

- Council selected and approved the 2004 ACMLT Award of Distinction recipient

- Council approved the implementation of an Honorarium payment, comparable and consistent with that paid by other regulatory bodies and/or Alberta Health and Wellness, for Councilors attending Council meetings commencing January 1, 2005
- Council approved the appointment of Judy Dragon to the position of ACMLT Hearings Director, replacing Pat Eisler
- Council ratified the appointments to the Continuing Competence Working Sub-Committee as follows:
 - Marie Halvorson as Chair
 - Heather Kellington, committee volunteer from a rural perspective
- Council approved the consultant services, as proposed by Karen Polowick, for step 2 of Phase 1 of the Competence Program development
- Council approved the creation of a task force to review and draft recommendations to create restricted activities for medical laboratory technology
- Council approved Draft 2 of the Medical Laboratory Assistant Regulation Steering Committee Terms of Reference
- Council approved rescheduling the 2005 AGM to the fall in conjunction with the Annual ACMLT Convention in Camrose

June 2004 - Council Highlights

At its' regularly constituted meeting in April, Council:

- Council discussed and directed the next steps for moving forward with pursuing regulation for Medical Laboratory Assistants under the Health Professions Act. This process will likely take 3 - 5 years to complete
- Council directed feedback to be taken to the National Regulatory Council (CSMLS) regarding the MLT Substantial Equivalency process
- Council received an update from the ACMLT Jasper Convention Committee representatives and noted that ACMLT will make two presentations for members' information including:
 1. The Evolution of the Medical Laboratory Assistants
 2. ACMLT Operational Review - Report & Recommendations
- Endorsed the volunteer members of the Competence Program Working Sub-Committee
- Accepted the Legislation Committee recommendations for Bylaw revisions at the AGM in Jasper, which will be printed in detail in the August AGM issue of the Spectrum
- The Annual Reports for 2003 were reviewed and endorsed for publication, which will be mailed to every member along with the August issue of the Spectrum to economize on postage
- Council endorsed a letter of "support in principle" for Enhancement of Clinical Placements in the Medical Laboratory Technology training programs
- Council expressed serious concern over the fact there have been no nominations for the 2005 vacant Council positions in spite of rigorous efforts to attract potential

nominees and the Call for Nominations being posted and published since November 2003

April 2004 - Council Highlights

At its' regularly constituted meeting in April, Council:

Received a comprehensive Report and presentation from *Western Management Consultants* outlining recommendations to optimize operational efficiencies and effectiveness to ensure better utilization of resources

- Accepted the Report in principle and

- Directed the Executive Director / Registrar to commence implementation of the recommendations

Received the Auditors' year end 2003 Audited Financial Statement and recommendations to enhance financial planning and monitoring activities

Approved Version 8.5 of the *MLT Continuing Competency Profile* as amended, pending any additional substantive changes that may be forthcoming from the one remaining member validation session, and the Continuing Competence Steering Committee as they review and comment on the last version (Version 8.5)

Received Executive Director / Registrar Reports including:

- Announcement of the hiring of Lydia Hodgson as Deputy Registrar, duties to commence June 1, 2004
- ACMLT Registration Numbers for 2004

- Member Demographics report, and which indicates a significant shift in the age demographic. Currently 67% of ACMLT members are over 40 years of age compared to 61% a year ago.
- Results from the Spectrum Mini-Survey distributed with the 2004 Renewal a remarkable 41% of members responded to the question of "*whether or not they agreed to retrieving Spectrum content on line*":
 - No = 45 %

 - Yes = 42%

 - Undecided = 13%

- Draft 2 - 2005 Budget

- Draft 1 - 2006 - 2007 preliminary projected Budgets

Appointed Kristen Becker, Liaison Officer in the Peace Country Health Region

Approved the use of the ACMLT LOGO on a Question & Answer Brochure for use during National Med Lab Week (NMLW)

Struck a task force to develop a Pre-Influenza Pandemic Business Contingency Plan to deal with internal and external issues as they may impact operations of the College. It is anticipated that 35% or more of the workforce may be affected and unable to work at any given point in time during a pandemic

Struck a Task Force to consider "next steps" relative to feedback to the MLA(Lab Assistant) letter inquiring of the benefits and desirability of regulation vs. no regulation for MLAs

Council, through careful consideration of the following approved the 2005 Fee structure (as seen [Here](#)), and also considered projections for 2006 - 2007 (not as yet approved):

- ACMLT Strategic Directions (Strategic Planning 2003)
- ACMLT Operational Review 2004
- Audited Financial Statements 2003
- Future initiatives as mandated by Alberta Health & Wellness

January 2004 - Council Highlights

At its regularly scheduled meeting of January 31, 2004 ACMLT Council:

- Approved the Terms of Reference for an Ad Hoc Committee on Restructuring to work with the Operational Review Project Team
- Approved Draft 3 of the Convention Handbook to guide the activities of Convention Committees
- Approved a spring scheduling for the 2005 Annual General Meeting of May 27, 2005 - on a trial basis. Location to be announced at a later date
- Approved the Job Description and Advertisement for a Deputy Registrar
- Ratified the appointment of 13 current Volunteers for second terms and 5 Volunteers for their first term on College Regulatory and Standing Committees
- Ratified the disbursement of \$2,714.96 total in Bursary Awards to 10 qualifying applicants for the year 2003
- Approved changing the December 4, 2004 Council meeting to November 27, 2004
- Directed Councilor Volunteers to attend Student information sessions at NAIT and SAIT
- Directed that a letter be written to Employers and other stakeholders regarding the matter of Medical Laboratory Assistants belonging to the College (ACMLT) and

determining support if any for the pursuit of Regulation for MLAs under the Health Professions Act