

## DIRECTORY OF MOTIONS

The CMLTA Council meets quarterly to make decisions and motions that set the strategic direction for the CMLTA. Below is a directory of the motions made.

Council Meeting Date	Motions
<p>March 26, 2022</p>	<ol style="list-style-type: none"> <li>1. Council accepts the Consent Agenda as presented.</li> <li>2. Council accepts the Action Agenda as amended.</li> <li>3. Council moves to accept the ED/R report as presented.</li> <li>4. Council moves that the Financial Statements of the College of Medical Laboratory Technologists of Alberta for the year ended December 31, 2021 be accepted as presented by Bruce Mahon of Mahon and Associates Chartered Professional Accountants. The Council directs Danielle Marchand (CMLTA President) and Jessica Wiebe (Chair of the Finance/Audit Sub-Committee) to sign the Financial Statements.</li> <li>5. Council moves to appoint Mahon and Associates Chartered Professional Accountants to complete the 2022 audit.</li> <li>6. Council moves to accept the fourth quarter financial reports including the budget vs. actuals document and budget vs. actuals summary.</li> <li>7. Council moves to accept the ED/R compliance reports for FP-2 and FP-3.</li> <li>8. Council moves to accept the ED/R compliance report for PP-1.</li> <li>9. Council moves to appoint Jessica Wiebe as Chair of the Finance/Audit Sub-Committee.</li> <li>10. Council moves to accept the proposed changes to CP-15.</li> <li>11. Council moves to approve the publishing of the Directory of Motions, excluding those with confidential or private information.</li> <li>12. Council moves to approve the 2021 Annual Report content as amended as it meets the criteria outlined in legislation.</li> <li>13. Council moves to accept the report as amended and directs the Executive Director to submit the report to the Minister of Health.</li> <li>14. Council instructs Ron Smith of Willis Law to draft a provision on a flexible work arrangement for the ED/R to provide executive and administrative support for weekend Council and Sub-Committee meetings within the 37.5-hour work week.</li> </ol>
<p>June 11, 2022</p>	<ol style="list-style-type: none"> <li>1. Council moves to accept the consent agenda as presented.</li> <li>2. Council moves to accept the action agenda as presented.</li> <li>3. Council moves to accept the ED/R report as presented.</li> <li>4. Council moves to accept the first quarter financial reports including the budget vs. actuals document and budget vs. actuals summary.</li> <li>5. Council moves to accept the ED/R compliance reports for FP-2 and FP-5.</li> <li>6. Council moves to accept the ED/R compliance reports for PP-2.</li> <li>7. Council moves to approve the publishing of the Directory of Motions, excluding those with confidential or private information.</li> <li>8. Council moves to approve the wage band position description for a temporary position described herein and costs associated with the hiring for this position.</li> <li>9. Council moves to approve the canceling of the 2021 audit. [pertaining to the Continuing Competence Program (CCP)]</li> </ol>

	<ol style="list-style-type: none"> <li>10. Council moves to approve Danielle Marchand and Jelili Mustapha to attend the 2022 CLEAR Annual Educational Conference and Danielle Marchand and Pamela Churko to attend the 2022 CNAR Annual Event.</li> <li>11. Council appoints the following Councillors: <ul style="list-style-type: none"> <li>• Marie Grabowski</li> <li>• Jessica Wiebe</li> <li>• Gary Zeitner</li> </ul> <p>to review the current Council evaluation tool, determine its effectiveness, and make recommendations for modification or change as per the Terms of Reference for this committee.</p> </li> <li>12. Council moves to recognize the contributions of Kate Perala to Council during her term as Public Member and extends to her its gratitude and appreciation.</li> </ol>
<p>September 24, 2022</p>	<ol style="list-style-type: none"> <li>1. Council moves to accept the consent agenda as presented.</li> <li>2. Council moves to accept the action agenda as presented.</li> <li>3. Council moves to accept the ED/R report as presented.</li> <li>4. Council moves to accept the second quarter financial reports including the budget vs. actuals document and budget vs. actuals summary.</li> <li>5. Council moves to accept the ED/R compliance reports for FP-2 and FP-4.</li> <li>6. Council moves to accept the ED/R compliance reports for PP-3.</li> <li>7. Council moves to approve the publishing of the Directory of Motions, excluding those with confidential or private information.</li> <li>8. Council moves to extend the Finance/Audit Sub-Committee appointments of Domingo Chavez and Pauline Tomlin to December 31, 2022 and Tracy Bucko to December 31, 2023.</li> <li>9. Council moves to not re-appoint Joanne Lethbridge Pompana as an Ex-Officio on Council and the Legislation Sub-Committee effective September 24, 2022.</li> <li>10. Council moves to add September 30, the National Day for Truth and Reconciliation, as a holiday in the Employee Handbook and will close the office annually on this day in observance of this holiday.</li> </ol>
<p>December 3, 2022</p>	<ol style="list-style-type: none"> <li>1. Council moves to accept the consent agenda as presented.</li> <li>2. Council moves to accept the action agenda as amended.</li> <li>3. Council moves to accept the ED/R report as presented.</li> <li>4. Council moves to accept the third quarter financial reports including the budget vs. actuals document and budget vs. actuals summary.</li> <li>5. Council moves to accept the ED/R compliance reports for FP-1 and FP-2.</li> <li>6. Council moves to accept the ED/R compliance reports for PP-4.</li> <li>7. Council moves to accept the changes to FP-1 as presented.</li> <li>8. Council moves to accept the new administrative policies.</li> <li>9. Council moves to approve the publishing of the Directory of Motions, excluding those with confidential or private information.</li> <li>10. Council moves to confirm and accept the 2023 meeting dates as follows: <ul style="list-style-type: none"> <li>• March 25</li> <li>• April 22: Strategic Planning</li> <li>• June 3</li> <li>• September 23</li> <li>• December 2</li> </ul> </li> <li>11. Council moves to appoint Jelili Mustapha as Vice President for 2023.</li> </ol>

12. Council moves to appoint the following regulated members to the Legislation Sub-Committee:
  - Adebola Adeladan
  - Juliet Ugorji
13. Council moves to appoint the following regulated members to the Hearing Tribunal List:
  - Sharon Immerkar
  - Lorne Kettle
  - Danielle Marchand
  - Christina Turpin
14. Council moves to appoint the following regulated members to the Finance/Audit Sub-Committee:
  - Sally Abou-Zeki
  - Domingo Chavez
  - Danielle Marchand
  - Pauline Tomlin
15. Council approves the 2023 annual budget and quarterly expected revenue and expenses as amended.
16. Council moves to accept the auditor's plan for the 2022 audit as presented to Council in the engagement letter for the audit of the CMLTA for the year ended December 31, 2022 and directs the President to sign the letter of engagement.
17. Council moves to appoint Gary Zeitner as a signing authority for CMLTA as per policy FP-3.
18. Council moves to recognize the contributions of Pamela Churko and Danielle Marchand to Council; the contributions of Julie Fisher, Darcy Gara, and Danielle Marchand to the Legislation Sub-Committee; the contributions of Sally Abou-Zeki, Domingo Chavez, Danielle Marchand, and Pauline Tomlin to the Finance/Audit Sub-Committee; and extends to them its gratitude and appreciation.