NBSMLT / ATLMNB
BOARD OF DIRECTORS MONTHLY MEETING
MINUTES

DAY AND DATE	TIME	LOCATION
October 21, 2026	1830-2000	Teams Meetings

MEETING CHAIR	SUPPORTING DOCUMENTS REQUIRED
Rachelle Kingsler (President)	Reports circulated via email prior to meeting

MEMBER ATTENDANCE (P – Present, R- Regrets)

Stephanie Taylor (Executive Director) ex-officio	P	Gilberte Caissie (Registrar) ex-officio	P	Rachelle Kingsler (President)	P	Melissa King (Past-President)	P
Brittany Larkin (President-Elect)	P	Grace Fenton (Director)	P	Charlene Collins (Director)	P	Kiana Beers (Director)	P
Kathleen Grondine Fougere (Director)	P	Vacant (Lay Rep)		Guest:		GUEST:	

AGENDA ITEMS

1. Meeting called to order at 18:34
2. Agenda approved
3. Previous Meeting Minutes approved as circulated
4. Reports circulated prior to meeting
   - 4.1 Executive Director Report
   - 4.2 Registrar Report
   - 4.3 Financial Report
   - 4.4 Briefing Reports
5. Correspondence
   None
6. Strategic Plan / Annual Objectives

6.1 Strategic Priority 1 – Legislative review and amendment discussion

- The Board has completed an initial review of the second draft of the Act amendments and will be providing final feedback to the Executive Director for review by legal on October 26. Next steps include further Board review and feedback, with Stewart McKelvey to present to Department of Health, Labour Mobility and Post Secondary Education Training and Labour for late October. Once provincial government departments have provided feedback, final draft will be presented at the NBSMLT AGM in November.
- A survey regarding MLA regulation has been circulated to MLT, MLA, Educators, Employers, and Regulators. To date, there are just under 200 responses. Closing date is October 30th.
- **Action**: Executive Director and Registrar to develop and distribute survey regarding regulation of private labs.
- Board reached consensus that the term "Medical Laboratory Professional" is to include MLA (pending approval)and that the Act may allow for the Registrar position to be filled by an active registered MLT or other laboratory professional, as further defined in the regulations.
- **Action**: Meetings with the College of Medical Radiation Technology and College of Physicians and Surgeons is planned to discuss possible regulation of other lab-related professionals.

6.2 Strategic Priority 2 – Board and Committee work

- Appointment of Andrea Stierle-MacNeill as Board Public Representative by the Lieutenant Governor in Council was made on October 15th.
- **Action**: Directors to complete and submit Board meeting and self-evaluations.

6.3 Strategic Priority 3 – Board Training

- Director Charlene Collins has completed her micro credential course in Regulation 101, with the Executive Director, Registrar and Director Brittany Larkin working on the course as well. The Executive Director has recommended budget funding in the 2027 budget to provide for all Directors to have the opportunity to enroll in the micro-credential course. The Registrar and Past-President attended a symposium regarding the use of AI in regulation in September. The Registrar and Executive Director attended the CNAR regulatory conference in October.

6.4 Strategic Priority 4 – Investment in tools to enhance regulation and governance

- Service agreement signed with Alinity to invest in the implementation of a new registrant database. Work is commencing in November 2026.

6.5 Strategic Priority 5 – Licensee Competence

- The Registrar presented the findings from the jurisdictional scan of CE models for consideration.
- The Nova Scotia Regulator for Medical Lab Sciences presented their CE model which is self-assessment and assigned learning plan based.
- **Action**: Board to continue to consider models to create a phased-in improved CE program that focuses on impactful outcomes.

6.6 Strategic Priority 6 – Enhanced Communication

- **Action**: Executive Director will be implementing new template for newsletters beginning winter 2026. The need to invest in improved social media tools was discussed.

7. Unfinished / Ongoing business

7.1 CAMLPR Updates

- The Registrar provided an update on the entry to practice exams. There is a total of 16 candidates anticipated to write in October. Students will continue to be encouraged to write all five field of practice exams, for best employment opportunities and labour mobility.

7.2 MLT2 Genetics Job Description

- Registrar met with the Regional Health Authorities and has provided them with draft amended job descriptions for several lab descriptions. Registrar is meeting with working group from the RHA's to review in November.

7.3 CCNB Program Complaint

- The Registrar is working diligently with CCNB and EQual Accreditation to address program concerns and support positive program outcomes. CCNB has hired instructors to deliver all courses in-person, and has implemented a competitive-entry admissions model. The situation continues to be monitored.

7.4 AGM 2026 Agenda

- The motion to approve the 2026 AGM Agenda for publication was carried.

7.5 Registration Renewal 2027

- The Registrar provided an update on registration renewal for 2027. To date there are 224 processed renewals, and 118 in the queue, awaiting either proof of payment or proof of PLI. The most common issue has been members who paid NBSMLT due through employer payroll deduction, and then making a double payment through the SNB portal, requiring administrative efforts to process refunds.

8. New business

8.1 None

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9. Meeting adjourned at 19:51. The next Board meeting will be Wednesday, November 18th.

NEXT BOARD MEETING

DATE / TIME

November 18, 2026, at 18:30.

BOARD VICE CHAIR APPROVAL

EXEUCTIVE APPROVAL

SIGNATURE	DATE	SIGNATURE	DATE
	October 21, 2026		October 21, 2026