MINUTES OF THE NZIMLS COUNCIL MEETING HELD AT THE QT HOTEL, WELLINGTON, MONDAY 17 AUGUST – TUESDAY 18 AUGUST 2026, COMMENCING AT 10:00AM

AGENDA

1. **Apologies**
   Nil

2. **Minutes of Previous Meeting**
   Moved: T Barnett
   Seconded: M Adriaansen
   That the Minutes of the previous meeting be accepted.

3. **Matters arising from the previous Minutes** not located elsewhere in the Agenda.
   Moved: T Barnett
   Seconded: K Birrell
   That the Minutes of the previous meeting be accepted.
   Council to consider if anyone would like to add website responsibilities to assist S Tozer in website functions in conjunction with Yorb.

4. **Regional Reports**
   4.1 Region 1 Report
   Moved: T Barnett
   Seconded: L Pringle
   That the Region 1 Report be accepted.
   M Adriaansen spoke to the report.
   To action: S Tozer to write an article on R Hewett's retirement for the Journal.

   4.2 Region 2 Report (Tabled - H Beall)
   Moved: A Joseph
   Seconded: M Adriaansen
   That the Region 2 Report be received as tabled.
   H Beall spoke to the report as tabled.

   4.3 Region 3 Report
   Moved: H Beall
   Seconded: C Olsen
   That the Region 3 Report be accepted.
   K Birrell spoke to the report.
   K Birrell noted that response to the template was lower than previous.

   4.4 Region 4 Report
   Moved: A Joseph
   Seconded: H Beall
   That the Region 4 Report be accepted.
   G Alston spoke to the report.
   T Barnett gave a verbal update on Awanui Nelson.
   To action: M Legge/L Cambridge to locate the National Bowel Cancer Referral Pathway article in the New Zealand Medical Journal, 6 September 2024; 137(1602). ISSN 1175-8716 for the purpose of reprinting in the NZJMLS.

   4.5 Region 5 Report
   Moved: T Barnett
   Seconded: S Hemmady
   That the Region 5 Report be accepted.
   L Pringle spoke to the report.

4.6 Technicians Report
Moved: T Barnett
Seconded: H Beall
That the Technicians Report be accepted.
C Olsen spoke to the report.
To action: C Olsen to reach out to Janice Cleland for a report for the NZJMLS on her 50 years of service to Phlebotomy (Member of NZIMLS since 2002).

5. Financial Report

5.1 Financial Report

5.1.1 Financial Report and Statement of Accounts for quarter ending 30 June 2026
Moved: T Barnett
Seconded: L Pringle
That the Financial Report be accepted.

5.1.2 Electronic payments 01 April – 30 June 2026 for ratification
Moved: T Barnett
Seconded: L Pringle
That the Electronics payments 01 April – 30 June 2026 be accepted for ratification.

5.1.3 Credit Card Statements 01 April – 30 June 2026 for ratification.
Moved: T Barnett
Seconded: L Pringle
That the Credit Card Statements 01 April – 30 June 2026 be accepted for ratification.

A Joseph requested that Council be wary of spending and prioritising what money is being spent on.
Moved: T Barnett
Seconded: G Alston

6. Executive Officer's Report

6.1 Executive Officer's Report to 30 June 2026
Moved: T Barnett
Seconded: H Beall
That the Executive Officer's Report be accepted.
S Tozer spoke to the Executive Officer's report.

7. Membership

7.1 Membership Report to 30 June 2026
Moved: T Barnett
Seconded: S Hemmady
That the Membership report to 30 June be accepted.
T Barnett spoke to the report.

Proposed: T Barnett
Seconded: A Joseph
That the applications for membership be approved.
That that the applications for associate membership be approved.
That the resignations be accepted.
CARRIED

8. CPD

8.1 CPD Report to 30 June 2026
Moved: L Pringle
Seconded: G Alston
That the CPD report to 30 June be accepted.
J Broadbent spoke to the report.

8.2 MSC CPD Audit Policy
Moved: L Pringle
Seconded: H Beall
That the MSC CPD Audit Policy documentation be accepted.
J Broadbent noted that practitioners are receiving MSC emails about the amount of General recertification required alongside Substantive recertification. The MSC's requests appear inconsistent with both the MSC policy guidelines and the NZIMLS CPD booklet. J Broadbent queried this with P Lourie and his response is below:

"Thanks for the email.

If you have any questions from any of your members regarding the recertification audit, please send these to us in the first instance.

In answer to your question:

Health Practitioners <u>must</u> demonstrate that at least 60% of their CPD is related to activities classified as substantive CPD.

When it comes to General CPD activities these <u>may</u> contribute up to 40% of the required minimum of CPD hours in any one biennium. The minimum hours being 40 hours per biennium.

While it is rare, a practitioner might provide 90% substantive CPD and only 10% of general CPD.

In this instance we would recommend that they provide more examples of general CPD in their next audit submission.

What is key is that there are a range of approaches to articulating reflective practice and a range of situations a health practitioner may reflect on, as a minimum the CPD audit will look for the inclusion of three fundamental elements:

- *What did the health practitioner do?*
- *What did they learn?*
- *How did the activity impact on their practice?*

I'm a big fan of Dr Zubin Ausitn and I have included a You Tube video which I personally think and agree with provides some good insight into the role of CPD.

If Competency Is The Answer…Have We Asked The Right Question? By Dr. Zubin Austin"

8.3 Limit of three classrooms per year (verbal – J Broadbent)
Moved: T Barnett
Seconded: S Hemmady
That the verbal discussion re a limit of three classrooms per year be received.
After discussion it was decided that the current limit remain as there are many other ways practitioners can collect CPD points.

9. QMLT

9.1 BoE meeting report
Moved: T Barnett
Seconded: H Beall
That the BoE meeting report be accepted.
T Barnett and M Legge spoke to the report.
Use of Māori words and religious practice, particularly in the Mortuary curriculum was discussed.
S Tozer asked those conversant in Te Reo to check the phrase sheet on the NZIMLS website and to advise of any errors, omissions or additions.

- QMLT papers are back with examiners before being finalised by the office.
- Noted that some examiners either were not using the Essay Rubric or using the Rubric incorrectly.

9.2 QMLT Fees – tabled
Should the QMLT fee be increased to accurately reflect the cost of producing the examinations annually?
T Barnett opened the discussion by advising what is involved in putting an examination together including but not limited to:

- Examiner/moderator training day
- Experienced trainer for training day
- Writing examinations
- Office administration of papers
- Printing of papers
- Couriers
- Payment to examiners & moderators
- BoE costs

Proposed: T Barnett
Seconded: K Birrell
That the QMLT fee be increased to $450.00 for 2027 and that the fees be reviewed at the August meeting each year.
CARRIED

10. Journal
10.1 Journal Editor's report
Moved: T Barnett
Seconded: S Hemmady
That the Journal Editor's report be accepted.
L Cambridge spoke to the Editor's report.
To action: S Tozer to update Editorial Board on website.

Publication of future ASM abstracts
Discussion held regarding if NZIMLS should consider this for future Journals as Conference Proceedings?

- Supplementary information
- Permission required from Author to publish

To action: S Tozer to work on a template for presenters to give permission for their abstracts to be published. This will be provided to presenters prior to them sending their abstract to the PCO of the ASM.

11. Fellowship Report
11.1 Nil

12. Governance
12.1 Succession planning
Moved: T Barnett
Seconded: C Olsen
That the succession planning document be accepted.
M Legge spoke to the document and discussion followed.
To action: all Council members to consider their intentions for the 2027 election and decide before the November Council meeting.

12.2 Strategic priorities
Moved: T Barnett
Seconded: H Beall
That the Strategic priorities document be accepted and presented to members at the AGM.

12.3 Region 5 Representative
Moved: T Barnett G Alston
Seconded:
That the update on the Region 5 Representative be accepted.
T George has accepted the role of Region 5 Representative, stepping in for L Pringle until the 2027 elections.

12.4 Briefing for incoming Ministers (verbal – M Legge)
Moved: T Barnett
Seconded: A Joseph
That the verbal discussion re briefing for incoming Ministers be received.
M Legge suggested that NZIMLS prepare an updated BIM for the incoming Minister of Health and Minister of Education following the upcoming NZ election.
To action: S Tozer to have the BIMs ready for the November Council meeting.

13. Ministry of Health/Allied Health Aotearoa NZ
13.1 Nil

14. 2026 ASM
14.1 Verbal – S Tozer
Moved: T Barnett
Seconded: S Hemmady
That the 2026 ASM verbal report be received.
There have been a higher than usual number of speakers pulling out at the last minute which has caused some problems. In most cases we have managed to fill the spaces (special thank you to Mike Legge) and have extended a couple of talks in the General Quality session on Wednesday afternoon.

- 329 registrations, including exhibitors and speakers.
- 50 confirmed for the AGM (including four virtual attendees)
- 153 confirmed for the gala dinner
- Wellington NZ has sent some discount codes for delegates to experience Wellington, and these are available on the app.
- The ASM committee will meet prior to the Satchel Pack on Tuesday at the Zephyr Café for lunch.

M Legge requested that any leftover satchels be provided to the PPTC to be sent to Pacific Schools for children to use as schoolbags. S Tozer to arrange with R Cole from the PPTC.

15. Medical Sciences Council
15.1 June Newsletter
Moved: T Barnett
Seconded: L Pringle
That the MSC June Newsletter be accepted.
Information piece only.

15.2 MSCNZ/PNCN Medical Sciences Council Meeting notes
Moved: T Barnett
Seconded: K Birrell
That the MSCNZ/PNCN Medical Sciences Council meeting notes be accepted.
T Barnett attended this meeting and gave an overview of what transpired.

16. Special Interest Groups
16.1 Microbiology SIG Meeting Minutes June 2026
Moved: A Joseph
Seconded: L Pringle
That the Microbiology SIG meeting minutes be accepted.

A Joseph advised that the Preanalytical SIG programme is ready to go and will be loaded on the website after the ASM.

17. SPC 2027
17.1 Attendance (verbal – T Barnett)
Moved: T Barnett
Seconded: H Beall
That the verbal discussion on SPC2027 attendance be received.
Discussion centred on who would attend the SPC to represent the NZIMLS.

It is expected that Council members in attendance give a talk or present a poster at the SPC2027. Council to advise the Executive Office before the end of September 2026 if they wish to attend the SPC to enable flights and accommodation to be booked at reasonable rates.

The meeting adjourned at 5:00pm and recommenced on Tuesday 18 August at 8:30am.

18. University of Otago

18.1 Update (verbal – M Legge)
Moved: T Barnett
Seconded: A Joseph
That the verbal update on the University of Otago be received.
M Legge provided a verbal update on the University of Otago.

- 120 2nd – 4th year students (with an increase in Māori/Pacifica students)
- 22 PostGradDip
- 2 PHD students
- 5 Masters students

19. AUT

19.1 Update (verbal – M Legge)
Moved: T Barnett
Seconded: K Birrell
That the verbal update on AUT be received.
M Legge provided a verbal update on AUT, however has not had any response from S Meharry.
Noted that the new 4th year course is now running.
T Barnett suggested that NZIMLS investigate a meeting with the two universities, perhaps in Christchurch at the November Council meeting.

20. Professional Advisor reports

Moved: S Hemmady
Seconded: T Barnett
That the Draft Clinical Scientist Scope of Practice document be accepted.
That the Draft Specialist Scientist Scope of Practice document be accepted

20.1 Draft Clinical Scientist Scope of Practice (in confidence)
M Legge spoke to the draft documents. MSC have not included Clinical Scientists in the updated Scopes of Practice, and have advised they will be dealt with separately, hence the drafted documents which have been 'gifted' to the MSC. M Legge and S Beck had a meeting with the MSC however these documents were not discussed.

20.2 Draft Specialist Scientist Scope of Practice (in confidence)
As above. Shows that two separate groups can be created within the lab, with specialist scientists working within their discipline.
Both draft documents can be used to define scopes of practice for both Clinical and Specialists scientists; however, this now remains in the hands of the MSC.

20.3 RCPA Position Statement Clinical Scientists (in confidence)
Moved: T Barnett
Seconded: L Pringle
That the RCPA Position Statement Clinical Scientists be accepted.
A useful document for NZIMLS to have available in terms of what clinical scientists do and how they work.

20.4 Future of the BMLSc programme
Moved: T Barnett
Seconded: G Alston
That the Future of the BMLSc programme document be accepted.
M Legge spoke to the document.
Critical factor is that the BMLSc programme is underfunded by TEC. Otago University have had several discussions with TEC as to why this programme is so underfunded. M Legge has made enquiries, and by 2027

the Otago programme will be $2.1m in deficit and AUT $2.4m in deficit. Current placement funding is $7,500 per student.
Suggested approaches:

- Meet with TEC
- Meet with Education Minister (after November Election)
- Meet with Minister of Health

General discussion followed. Funding across degrees indicates that the BMLSc has the lowest FTE funding. Repeated attempts to address this with the TEC have failed. Need to discover what the criteria is behind the funding.
T Barnett noted he had met with the TEC (approx. five years ago) regarding funding for the QMLT which never eventuated. Suggest meeting again with someone like Martin Chadwick in attendance.

21. Correspondence

21.1 Certificate of appreciation – FIMLS
Moved: L Pringle
Seconded: K Birrell
That the Certificate of Appreciation from FIMLS be accepted.

S Tozer suggested that NZIMLS complete a similar document for the ASM sponsors.
To action: S Tozer to complete a certificate of appreciation to all sponsors of the 2026 ASM.

21.2 FIMLS Conference Report (Tabled)
Moved: T Barnett
Seconded: H Bealle
That the FIMLS Conference Report be received as tabled.
K Birrell noted that the conference did not offer much in the way of CPD for attendees, however, it was a great opportunity to network. FIMLS had media in attendance, and the NZIMLS representatives made it onto the 6 o'clock news.
Report will be reproduced for the November Journal.

22. General Business

22.1 Leaving School Magazine advertisement
Moved: T Barnett
Seconded: H Beall
That the Leaving School Magazine information be accepted.
Thank you to H Beall for assisting S Tozer with the advertisement.

22.2 Leaving School Magazine Student profile
Moved: T Barnett
Seconded: L Pringle
H Beall suggested that we continue with this style of advertising every other year (when we are not participating in a careers expo.)

22.3 AGM 2027 discussion
Moved: T Barnett
Seconded: H Beall
That the verbal discussion on the 2027 AGM date and venue be received.
Suggested date for August 2027 Council meeting is 17/18 August 2027, with the AGM to follow on the afternoon of 18 August 2027.
This will include attendance at the SPC27, with the expectation that Council members will present either a talk or a poster and be available to Chair meetings.
To action: S Tozer to keep an eye of flight specials. Council to let S Tozer know by 30 September.

T Barnett thanked Leah Pringle for her time on Council as Region 5 representative.

23. Date of next meeting: 26-27 November, Christchurch.

There being no further business the meeting closed at 11:40am and was followed by lunch and general discussion.

Signed: ________________________________ **Date:** ____________________

President