

MINUTES OF THE NZIMLS COUNCIL MEETING HELD AT JETPART HOTEL,
AUCKLAND, THURSDAY 19 – FRIDAY 20 FEBRUARY 2026 COMMENCING AT 10:00AM

AGENDA

1. **Apologies**
T Barnett (for lateness)
2. **Minutes of Previous Meeting**
S Hemmady opened the meeting at 11:15am in the President's absence (due to flight delay)
3. **Matters arising from the previous Minutes** not located elsewhere in the Agenda.
Discussed action points from previous Minutes. Those not actioned appear later in the current Agenda.
Proposed: S Hemmady
Seconded: L Pringle
That the Minutes of the meeting held 27-28 November 2025 be accepted as a true and correct record of that meeting.

4. **Regional Reports – to be read in conjunction with the Agenda**

4.1 Region 1 Report

Moved: M Adriaansen

Seconded: S Hemmady

That the Region 1 Report be accepted

M Adriaansen spoke to the report and noted that it has been more than 12 months since a report has been provided by Counties Manukau.

To action: M Adriaansen to visit Counties Manukau with J Broadbent during J Broadbent's lab visit in May.

Recurring issues throughout labs – M Legge suggested that NZIMLS document these issues so they can be brought to the attention of the incoming Minister of Health via the BIM after the upcoming elections.

To action: S Tozer to compile a list based on regional reports from the last few years.

T Barnett took the Chair.

4.2 Region 2 Report

Moved: H Beall

Seconded: G Alston

That the Region 2 Report be accepted

H Beall spoke to the report.

Unclear on what it is Fertility Associates require re CPD etc.

To action: M Legge to approach the Embryologists regarding what they actually require from NZIMLS

4.3 Region 3 Report

Moved: T Barnett

Seconded: H Beall

That the Region 3 Report be accepted

K Birrell spoke to the report.

Query from T Aitken, Hawke's Bay regarding CPD for management. J Broadbent advised that any courses/learning undertaken by management should be directed to J Broadbent and M Legge for micro-credentialling which then may meet the substantive requirements.

To action: J Broadbent to respond accordingly to T Aitken.

To action: J Broadbent to write an extract for the CPD Booklet regarding point allocation for Laboratory Managers not working on the bench.

4.4 Region 4 Report

Moved: T Barnett

Seconded: H Beall

That the Region 4 Report be accepted

G Alston spoke to the report.



4.5 Region 5 Report

Moved: T Barnett

Seconded: M Adriaansen

That the Region 5 Report be accepted

L Pringle spoke to the report.

Queries received regarding information about the QMLT examinations.

To action: S Tozer to add an FAQ page to the website under QMLT.

4.6 Technician Representative Report

Moved: T Barnett

Seconded: S Hemmady

That the Region Technician Representative Report be accepted

T Barnett welcomed C Olsen to the Council.

M Legge responded to the queries on QMLT.

5. Financial Report

5.1 Financial Report

5.1.1 Financial Report and Statement of Accounts for the quarter ending 31 December 2025

Moved: A Joseph

Seconded: T Barnett

That the Financial Report and Statement of Accounts for the quarter ending 31 December 2025 be accepted

5.1.2 Electronic payments 01 October – 31 December 2025 for ratification

Moved: A Joseph

Seconded: A Barnett

That the Electronic payments 01 October – 31 December 2025 be accepted for ratification

5.1.3 Credit Card Statements 01 October – 31 December 2025 for ratification

Moved: A Joseph

Seconded: T Barnett

That the Credit Card Statements 01 October – 31 December 2025 be accepted for ratification

CARRIED

6. Chief Executive Officer's Report

6.1 Chief Executive Officer's Report to 30 January 2026

Moved: K Birrell

Seconded: L Pringle

That the Chief Executive Officer's Report be accepted for ratification

S Tozer spoke to the report.

7. Membership

7.1 Membership Report to 31 December 2025

Moved: T Barnett

Seconded: G Alston

That the Membership Report to 31 December 2025 be accepted

T Barnett spoke to the report.

Moved: T Barnett

Seconded: L Pringle

That the applications for membership be approved.

That that the applications for associate membership be approved.

That the resignations be accepted.

CARRIED

7.2 Honorary Membership – George Bongiovanni

Moved: T Barnett

Seconded: L Pringle

That the email re Honorary Membership for George Bongiovanni accepted

Moved: T Barnett

Seconded: S Hemmady

That George Bongiovanni be awarded an Honorary Membership at the 2026 ASM Icebreaker.

CARRIED

7.3 Honorary Fellowship – Heather Brooks

Moved: T Barnett

Seconded: K Birrell

That the correspondence re Honorary Fellowship for Heather Brooks be accepted

Discussion around the use of non-existent nominals following discovery of H Brooks stating she is an Honorary Life Member – a category that does not exist.

Deferred to Fellowship later in Agenda.

8. CPD

8.1 CPD Report to 31 December 2025

Moved: T Barnett

Seconded: S Hemmady

That the CPD Report to 31 December 2025 be accepted

J Broadbent spoke to the report.

Still issues with a large number of members copying answers for the Journal Questionnaire. J Broadbent will be discussing this with labs on her national trip later in the year.

2024/2025 MSC audit will take place this year, however the MSC still have outdated information on their website.

To action: Report to be pulled from database and to be analysed by J Broadbent for an internal audit. To report back to next Council meeting.

8.2 CPD for Embryologists

Moved: T Barnett

Seconded: H Beall

That the correspondence re CPD for Embryologists be accepted

H Beall expressed concern in the lack of CPD opportunities provided by NZIMLS for Embryologists.

M Legge advised that there are three large fertility conferences happening this year. No formal CPD programme for Embryologists.

J Broadbent advises embryologists where/how they can gain CPD points.

9. QMLT

9.1 QMLT Certificate

Moved: T Barnett

Seconded: K Birrell

That the updated QMLT Certificate be accepted

The updated certificate will only be offered to candidates who complete their qualification from today.

To action: S Tozer to update the certificate as suggested.

9.2 Instructions for Examiners and Moderators

Moved: T Barnett

Seconded: S Hemmady

That the updated Instructions for Examiners and Moderators be accepted

9.3 Examiner Contract

Moved: T Barnett

Seconded: K Birrell

That the updated Examiner Contract be accepted

9.4 Moderator Contract

Moved: T Barnett

Seconded: H Beal

That the updated Moderator Contract accepted

9.5 Examiner & Moderator Position Description

Moved: T Barnett

Seconded:

That the updated Examiner & Moderator Position Description be accepted

To action: All Council requested to look at the above documentation and advise S Tozer of any grammatical or spelling errors or suggested word changes by the end of April 2026.

9.6 Completion of Hours Dariyat Pshigotyzheva

Moved: T Barnett

Seconded: S Tozer

That the correspondence re Completion of Hours for Dariyat Pshigotyzheva be accepted

All agreed this sort of situation should be discussed on a case-by-case basis. Agreed that in this case, the hours may be granted for completion of the QMLT-Specimen Services hours.

CARRIED

To action: S Tozer to write to I Crockett advising her of the above.

9.7 QMLT number of attempts

Moved: T Barnett

Seconded: M Adriaansen

That the email querying QMLT number of attempts be accepted

S Hemmady queried how many attempts a candidate may make for the QMLT examination.

To action: S Tozer to add to Agenda for next MSC meeting.

Proposed: T Barnett

Seconded: L Pringle

That a three-attempt rule be explored add to the NZIMLS QMLT Pre-requisites.

CARRIED

To action: M Legge to explore what university regulations are, then draft the rule to be sent to Council for final approval.

9.8 Yorb updated quote for EMS

Moved: T Barnett

Seconded: S Hemmady

That the Yorb updated quote for the EMS be accepted

9.9 Pathology Assistants – tabled (M Legge)

Moved: T Barnett

Seconded: S Tozer

That the verbal report on Pathology Assistants be received as tabled

- MSC are currently looking at where Pathology Assistants sit within scopes of practice in New Zealand.
- S Hemmady read notes from last meeting with MSC and noted that NZIMLS need to provide some more information around Pathology Assistants.
- Need to give consideration as to where these staff sit within our profession. Regional reps to follow up within their regions.

To action: M Legge to produce a set of questions to be circulated to Council members.

10. Education

10.1 MLS courses at ARA

Moved: T Barnett

Seconded: L Pringle

That the email from T Slatter be accepted

- Information is misleading in that it isn't clear that this course is not medical laboratory science.
- M Legge reported that Ara have been trying to get their courses accepted by the MSC.

- Ara courses are basically a stepping stone into employment.

11. Journal

11.1 Journal Editor's report

Moved: H Beall

Seconded: S Hemmady

That the Journal Editor's report be accepted.

Council acknowledged the wonderful job L Cambridge is doing with the Journal.

Noted that the NZJMLS is the longest standing medical Journal in the Southern Hemisphere.

The meeting adjourned at 5:30pm

The meeting reconvened, Friday 20 February at 8:3am

12. Website

NIL (See CEO report)

13. Fellowship Report - tabled

Moved: T Barnett

Seconded: L Pringle

That the Fellowship Committee proposal to add to the Fellowship regulations be received.

The Fellowship Committee proposes the following to be added to the Fellowship regulations. This is to add to the possibility of the Committee to recommend to Council individuals to be considered for Honorary Fellowship.

"The Fellowship Committee may, from time to time, make recommendations to Council to award Honorary Fellowship to individuals who have made significant and sustained contributions to medical laboratory science at the highest order through professional achievements, research, and service to the profession. If granted by Council, the individual may use the nominals HonFNZIMLS."

Rob Siebers

Chair, Fellowship Committee

Proposed: T Barnett

Seconded: H Beall

That the Fellowship Committee proposal to update the Fellowship regulations and add the category of Honorary Fellow be accepted.

CARRIED

To action: S Tozer to update documentation

Moved: T Barnett

Seconded: L Pringle

That M Legge's verbal nomination for Heather Brooks to receive an Honorary Fellowship, and to rescind her Honorary Membership be received.

CARRIED

To action: S Tozer to create certificate to be presented to H Brooks at the South Island Seminar

To action: T Barnett to contact H Brooks directly

Use of nominals was discussed. Clarification is required on the correct use of membership post-nominals.

Fellow Life should read: LifeFNZIMLS,

Life Member: LifeNZIMLS

Fellow Member: FNZIMLS

Honorary Fellow Member: HonFNZIMLS

Honorary Member: HonNZIMLS

Full Member: MNZIMLS

Proposed: T Barnett

Seconded: C Olsen

That the NZIMLS Code of Ethics and Constitution be updated to reflect the proper use of nominals. To be voted on at the August AGM.

CARRIED

To action: S Tozer to update the Code of Ethics and Constitution to reflect the proper use of nominals and add to Agenda for the 2026 AGM.

14. Governance

14.1 Council meeting venues/flights and accommodation – verbal (T Barnett)

Moved: T Barnett

Seconded: C Olsen

That the verbal discussion on Council venues, flights and accommodation be received.

T Barnett explained that Council meetings are very costly, and Council need to be mindful of where meetings are held.

Reminded that accommodation will be on a shared basis except for the week of the Annual Scientific Meeting. Any Council member wishing to have a single room, must organise this with S Tozer, and the extra cost will be passed onto the Council member. NZIMLS will only cover the cost of accommodation for the duration of the meetings. If staying on longer, accommodation will be at the Council member's own cost.

14.2 Non-council members attendance at Council meetings – verbal (T Barnett)

Moved: T Barnett

Seconded: G Alston

That the discussion around non-council members attending Council meetings be received.

It is usual practice for non-council members to be invited to attend any meeting. This practice will continue.

14.3 Council Strategic Priorities – tabled (H Beall & M Adriaansen)

Moved: T Barnett

Seconded: H Beall

That the tabled document on Council Strategic Priorities prepared by H Beall & M Adriaansen be received as tabled.

- H Beall & M Adriaansen spoke to the document.
- Discussed. Council asked to review and discussion followed.
- H Beall & M Adriaansen to update as discussed then circulate to Council for finalisation and acceptance at the next Council meeting. Then an Action Plan can be formalised.
- Current draft priorities will be for three years.

[\(S Tozer to work on Who we are and What we do page for website\)](#)

14.4 Council Charter – tabled (T Barnett/S Tozer)

Moved: T Barnett

Seconded: G Alston

That the Council Charter be received as tabled.

T Barnett spoke to the document.

The Council Charter is accepted with the addition under the CEO authority that capital item purchases over \$5,000.00 must first be approved by the Secretary/Treasurer.

15. Medical Sciences Council

15.1 SOP Consultation document

Moved: T Barnett

Seconded: K Birrell

That the SOP Consultation document be reviewed.

Discussion. P Coles, the NZIMLS representative on the SOP expert working group has not yet reported back to NZIMLS.

T Barnett will make a submission to the MSC and share with Council. Council is encouraged to make their own submissions, and to encourage other members to also make individual submissions.

[To action: T Barnett to complete submission and share with Council. Council to come back to T Barnett by first week in March.](#)

16. Ministry of Health

16.1 Diagnostic Improvement Programme

Moved: T Barnett

Seconded: L Pringle

That the email from M Legge re the MOH Diagnostic Improvement Programme be accepted.

M Legge spoke to the email. RCPA have written to Hon Simeon Brown asking where the money for this was going to come from? The response was 'we'll find the money somewhere'. Biggest issue is that the workforce is not going to be there.

16.2 IPP Letter to Hon J Meagre (tabled)

Moved: T Barnett

Seconded: L Pringle

That the letter from Hon. J Meagre be received as tabled.

S Tozer noted that any correspondence from the IPP on behalf of the NZIMLS should come through the Executive Office. Same applies for anyone representing the NZIMLS in correspondence.

To action: T Barnett to thank T Taylor for his continued representation and remind him of the need to send via the Executive Office.

17. Special Interest Groups

17.1 ISIG Convenor – verbal (S Tozer)

Moved: T Barnett

Seconded: L Pringle

That the document regarding confusion over Convenor and Organiser be received as tabled.

S Tozer requested that SIG groups make it clear that the meeting organisers are different to the SIG Convenors.

17.2 Microbiology SIG Minutes – tabled (T Barnett)

Moved: T Barnett

Seconded: M Adriaansen

That the tabled Microbiology SIG Minutes be received as tabled.

T Barnett gave an overview of the Microbiology SIG group Minutes.

18. University of Otago

18.1 Student attendance 2026 ASM – verbal (S Tozer)

Moved: T Barnett

Seconded: G Alston

That the verbal student attendance discussion be received.

Moved: T Barnett

Seconded: S Tozer

That each university be invited to send one student on NZIMLS scholarship to attend the opening day of the 2026 ASM, and that they present a poster. Flights and registration included in the scholarship.

CARRIED

To action: S Tozer to write to T Slater (Otago) and S Meharry (AUT) using the letters from last year.

18.2 University of Otago update – tabled (M Legge)

Moved: T Barnett

Seconded: L Pringle

That M Legge's verbal update on the University of Otago be received as tabled.

M Legge gave an update on the University of Otago. Currently 50 2nd year BMLSc students.

PGDip waiting for final numbers.

To action: T Barnett/M Legge to pen a letter to the Universities indicating the qualifications required to work in a laboratory as a technician or scientist.

19. AUT – (tabled - M Legge)

Moved: T Barnett

Seconded: L Pringle

That the verbal report from M Legge be received as tabled.

M Legge advised there are 40 students this year. Final year of revised BMLSc implemented.

20. RCPA update

20.1 Verbal update (M Legge)

Moved: T Barnett

Seconded: M Adriaansen

That the verbal report from M Legge be received

- Pushing very hard to finalise Fellowship in Clinical Pathology.
- Working on a Fellowship in Bioinformatics
- Australia Red Cross have signed off on a Fellowship in Transfusion Science
- Defining clinical scientists

20.2 NZ Pathology committee – verbal (M Legge)

Moved: T Barnett

Seconded: M Adriaansen

That the verbal report from M Legge be received

- Currently major focus is getting Government funding for registrars.
- RCPA have agreed that there is a gap and that clinical scientists should be used.
- CEO has resigned.
- Looked at equivalents of NZ Fellowship with the RCPA Path Fellowship. Will be discussed further by RCPA committee in March.

21. POCT

NIL

22. Professional Advisor reports

22.1 Meetings with NZQA and TEC – verbal (M Legge)

Moved: T Barnett

Seconded: H Beall

That the verbal report from M Legge be received

- Been trying to get the QMLT accepted as a stand-alone qualification. Cannot do this as NZIMLS is not a physical training centre. Suggestion is that NZIMLS go to NZQA in person and put a case forward to have the QMLT acknowledged.
- The TEC control the money for the degrees – both Universities have tried for years to get the BMLSc funding changed with no effect. Timely to now sit down with the TEC and discuss further.

To action: T Barnett, M Legge to arrange an in-person meeting with NZQA.

22.2 NZ Society of Pathologists update – verbal (M Legge)

Moved: T Barnett

Seconded: H Beall

That the NZ Society of Pathologists verbal update be received.

M Legge gave a background on this for the benefit of the new Council members.

- T Barnett has contacted Peter Bethwaite, and it would now appear that there is little interest for NZSP to join with NZIMLS.

23. President's Award

23.1 Pin

Moved: T Barnett

Seconded: L Pringle

That the sample President's Award Pin be accepted.

All agreed that the President's Pin was very stylish.

23.2 Suggestions for recipients – verbal (T Barnett)

Moved: T Barnett

Seconded: K Birrell

That the discussion on suggested recipients for the President's Award be received.

- Julie Creighton (may be more appropriate for Life Membership)
- Sue Melvin

To action: Council to consider who else would be suitable for this award for this year.

24. FIMLS Conference

24.1 Prospectus, flyer and programme

Moved: T Barnett

Seconded: L Pringle

That the FIMLS Conference Prospectus, flyer and programme be accepted.

Proposed: T Barnett

Seconded: A Joseph

That L Pringle and K Birrell attend and present at this event.

(Abstained: L Pringle and K Birrell)

CARRIED

25. Correspondence

25.1 PPTC

Moved: T Barnett

Seconded: M Adriaansen

That the correspondence from P Wakem, PPTC thanking NZIMLS for the annual donation be accepted.

25.2 AHANZ Membership

Moved: T Barnett

Seconded: H Beall

That the email from P Downie, AHANZ be accepted.

Agreed that NZIMLS remain removed from this group.

25.3 NCPTS Final Newsletter

Moved: T Barnett

Seconded: G Alston

That the NCPTS Final Newsletter be accepted.

25.4 Keith Whitson – Sport Integrity Commission – tabled (S Tozer)

Moved: T Barnett

Seconded: L Pringle

That the correspondence from K Whitson, Sport Integrity Commission be received as tabled.

To action: S Tozer to advertise on NZIMLS website as vacancies, with interested parties to contact the NZIMLS office in the first instance.

25.5 Oliver Lee – Leaving School magazine – tabled (S Tozer)

Moved: T Barnett

Seconded: M Adriaansen

That the correspondence from O Lee, Leaving School magazine be received as tabled.

Discussion around advertising in the magazine which has a reach of 55,000 students.

Proposed: T Barnett

Seconded: L Pringle

That NZIMLS take up a half page advertisement and promotional material in the July Leaving School magazine.

CARRIED

To action: S Tozer, H Beall and M Adriaansen to draft up and advertisement and full-page document for this magazine.

26. General Business

Nil

Next meeting: 28-29 May 2026 in Christchurch.

There being no further business the meeting closed at 1pm.

President

Date: _____