

**MINUTES OF THE NZIMLS COUNCIL MEETING HELD AT THE DISTINCTION HOTEL, HAMILTON,
MONDAY 25 – TUESDAY 26 AUGUST 2025**

COMMENCING AT 11:15AM 25 AUGUST



1. Apologies

Lynne Morgan

Tony Barnett (attended via Zoom as available)

2. Minutes of Previous Meeting

2.1

Moved: S Hemmady

Seconded: H Beall

That the Minutes of the previous meeting accepted.

Council discussed Actions outstanding from previous meeting.

3. Matters arising from the previous Minutes not located elsewhere in the Agenda.

Moved: S Hemmady

Seconded: H Beall

That the Actions from the Previous Minutes be accepted.

Moved: S Hemmady

Seconded: A Joseph

That the Minutes from the meeting 29-30 May 2025 be accepted as a true and correct record of that meeting.

CARRIED

4. Regional Reports

4.1 Region 1 Report

Moved: S Hemmady

Seconded: H Beall

That the Region 1 report be accepted.

M Adriaansen spoke to the report as circulated.

4.2 Region 2 Report

Moved: S Hemmady

Seconded: S Melvin

That the Region 2 report be accepted.

H Beall spoke to the report as circulated.

4.3 Region 3 Report

Moved: S Hemmady

Seconded: G Atkinson

That the Region 3 report be received.

In L Morgan's absence, A Joseph spoke to the report as circulated.

4.4 Region 4 Report

Moved: S Hemmady

Seconded: H Beall

That the Region 4 report be received.

G Atkinson spoke to the report as circulated.

Of note, there was a general discussion around international applicants for lab manager roles.

4.5 Region 5 Report

Moved: S Hemmady

Seconded: A Joseph

That the Region 5 report be accepted.

S Melvin spoke to the report as circulated. This being S Melvin's last meeting this was her last regional report.

T Barnett thanked L Morgan, S Melvin and G Atkinson for all their hard mahi on Council over the years. Their expertise and support is greatly appreciated.

4.6 Technicians Report

Moved: S Hemmady

Seconded: G Atkinson

That the Technicians report be received.

In L Morgan's absence, S Hemmady spoke to the report.

5. Financial Report

5.1 Financial Reports

5.1.1 Financial Report and Statement of Accounts for quarter ending 30 June 2025

Moved: S Hemmady

Seconded: S Melvin

That the Financial Report and Statement of Accounts for quarter ending 31 June 2025 be received.

A Joseph spoke to the Financial Report and Statement of Accounts.

5.1.2 Electronic payments 01 April – 30 June 2025 for ratification

5.1.3 Credit Card Statements 01 April – 30 June 2025 for ratification.

5.1.4 BNZ Correspondence

Letter from BNZ regarding the closure of interest earning accounts for not-for-profits. S Tozer recommended that NZIMLS move to a Business First on call account.

A Joseph noted that NZIMLS needs to keep a watch on income due to lower number of attendees at SIG meetings. M Legge suggested that NZIMLS and MSC write a joint letter to the MoH stating that this has an effect on the profession receiving CPD points when there is not the funding available in labs for professional development.

Moved: A Joseph

Seconded: S Hemmady

That the BNZ General Account be moved to the Business First On Call account.

CARRIED

To action: S Tozer to move the BNZ General account to a Business First on call account.

Proposed: S Hemmady

Seconded: G Atkinson

That the Electronic payments 01 April – 30 June 2025 be received

That the Credit Card Statements 01 April – 30 June 31 March 2025 be received

That the correspondence from BNZ be accepted

CARRIED

6. Chief Executive Officer's Report

6.1 Executive Officer's Report to 30 June 2025

Moved: S Hemmady

Seconded: H Beall

That the Chief Executive Officer's report to 30 June 2025 be received

S Tozer spoke to the report.

7. **Membership**

7.1 Membership Report to 30 June 2025

Moved: S Hemmady

Seconded: A Joseph

That the Membership Report to 30 June 2025 report be received

Proposed: S Hemmady

That that the applications for membership be approved, it is proposed that the applications for associate membership be approved, and that the resignations be accepted.

CARRIED

7.2 Life Membership for those who are deceased

Moved: S Hemmady

Seconded: A Joseph

That the Verbal discussion on Life Membership for those who are deceased be accepted.

Rule 9(a) states that death is a cause for removal.

To action: S Tozer to add (Deceased) on the website list of Life Members if they are deceased.

8. **CPD**

8.1 CPD Report to 30 June 2025

Moved: S Hemmady

Seconded: S Melvin

That the CPD report to 30 June 2025 be received

J Broadbent spoke to the report.

To action: S Tozer/F Rae to ensure that Yorb are not charging to fix classroom issues that previously worked.

J Broadbent advised she is now on the Board of Examiners and enjoying this work.

8.2 Substantive vs General CPD points

Moved: S Hemmady

Seconded: A Joseph

That the Substantive vs General CPD points documentation be received.

Discussion about the Awanui CPD modules and the misinformation received from employers and the MSC as to whether or not these are substantive or general. To be discussed at the meeting with the MSC after the AGM on Thursday 28 August.

9. **QMLT**

9.1 ISO29993 and QMLT

Moved: S Hemmady

Seconded: H Beall

That the ISO29993 documentation be received.

M Legge spoke to the document as circulated. ISO29993 was set up for recognition for organisations that do not have educational backgrounds; i.e. groups not associated with universities or other educational organisations. This standard is used international. The NZIMLS QMLT examinations would qualify for the standard as it stands.

Council to consider:

- Should we pursue this
- Will it be cost effective
- Are there any other options
- May reduce the scrutiny from the MSC
- Don't know if NZQA would see this as a positive

T Barnett suggested Council investigate further, give a brief outline to ISO, and ask if the QMLT would qualify under the criteria, then enquire about the cost.

Moved: S Hemmady

Seconded: A Joseph

That the QMLT examinations be considered for ISO29993 accreditation.

CARRIED

To action: M Legge and M Adriaansen to follow up and report back at the November meeting.

9.2 Lack of support from employers/supervisors

Moved: S Hemmady

Seconded: G Atkinson

That the Lack of support from employers/supervisors' documentation be received.

To be revisited with the incoming Council.

9.3 Practical Assessment updates - verbal M Legge

Moved: S Hemmady

Seconded: H Beall

That the verbal discussion on Practical Assessment updates be accepted.

Have had enquiries as to whether practical assessments are relevant to the disciplines. Timely for these to be reviewed/revised. Noted that the reflective documents at the back of the documents are not being used.

M Legge happy to go through all the PA's and reassess them.

Introduce a 'core curriculum'.

S Hemmady requested that Regional Reps also be involved in the assessment of the PA's.

10. Education

10.1 NZIMLS PGDip Scholarship

Moved: S Hemmady

Seconded: H Beall

That the NZIMLS PGDip Scholarship documentation be received.

Discussion around what exactly what this Scholarship will be for.

H Beall suggested the following changes:

- Cap at \$5,000.00
- Name the scholarship 'The Mike Legge Higher Education Scholarship'
- Clarification: meant as a pathway for MLTs with a bachelor's degree wanting to qualify as an MLS

Discussion followed around the value of the scholarship.

- NZIMLS would be under no obligation to award the scholarship each year
- Reiterate that the scholarship is to be used for fees

To action: H Beall to complete the application and proposal.

Proposed: S Hemmady

Seconded: A Joseph

That the ANZ Research Grant account be closed when it matures in September, and the monies transferred back to BNZ accounts. Therefore, open a new account with BNZ named "Scholarship and Research Grant fund" (interest earning,) and that NZIMLS offer two scholarships per year up to the value of \$3,000.00 each, awarded at the discretion of Council and availability of funds and that the PGDip Scholarship be name the Michael Legge Higher Educational Scholarship.

CARRIED

To action: S Tozer and A Joseph to meet with ANZ and close the ANZ Research Grant investment with funds being deposited to the BNZ account, then transferred to a new Term Deposit named "Scholarship and Research Grant fund".

11. Journal

11.1 Journal Editor's report

Moved: S Hemmady

Seconded: A Joseph

That the Journal Editor's report be received.

L Cambridge spoke to the report as circulated.

A Joseph suggested a short video be produced on submitting to the Journal.

Moved: S Hemmady

Seconded: S Melvin

That agenda items 11.2 to 11.6 be accepted.

11.2 DOI registration for published articles

Discussion re pros/cons of DOI registration. Costs would total approximately \$500.00 per year.

Proposed: S Hemmady

Seconded: M Adriaansen

That L Cambridge proceed with registering the NZJMLS for DOI.

CARRIED

11.3 Seeking PubMed registration

Request to investigate inclusion in PubMed. Would require update of the Journal procedures and what is required by PubMed.

11.4 Journal Christmas Quiz – verbal

M Legge has completed the Journal Christmas Quiz for 2025. Agreed that prize would remain at \$300.00.

To action: S Tozer to add a button that must be ticked if a team effort or individual entry.

11.5 Journal Cover Competition

General discussion on the entries received to date.

11.6 Case study guide - verbal

M Legge spoke to this. R Siebers wrote a piece some time ago on how to do this, and it is on our website.

To action: S Tozer to add link to the homepage.

12. Website

12.1 Update – verbal

Moved: S Hemmady

Seconded: H Beall

That the verbal discussion re the NZIMLS website update be accepted.

S Tozer advised that Yorb have been undertaking final testing and tweaking of the QMLT Management System before it goes live. Admin team will be loading question codes over the next few weeks.

The meeting adjourned at 5:00pm, reconvening at 9:10am, Tuesday 26 August.

13. Fellowship Report

NIL

14. Governance

14.1 2026 Council Calendar

Moved: S Hemmady

Seconded: A Joseph

That the 2026 Council Calendar as prepared by S Tozer be received.

To action: S Tozer to put on website and update as necessary.

14.2 Region 3 Representative

Moved: S Hemmady

Seconded: G Atkinson

That the application for Region 3 representative be received.

Proposed: S Hemmady

Seconded: S Melvin

That Kirsten Birrell be accepted as Region 3 representative to be announced at the AGM.

CARRIED

15. Ministry of Health/Allied Health Aotearoa NZ

15.1 Science System Advisory Group Report: Response from Hon. Shane Reti

Moved: S Hemmady

Seconded: H Beal

That the Science System Advisory Group Report: Response from Hon. Shane Reti be received.

M Legge spoke to the correspondence and gave an explanation of why this has not yet progressed further and the report is not yet available for public viewing.

15.2 Submission on the Healthy Futures Amendment Bill

Moved: S Hemmady

Seconded: H Beall

That the Submission on the Healthy Futures Amendment Bill be received.

M Legge explained that this is a change to the Act itself. NZIMLS agree in principle with a lot of the suggestions, but not all.

16. **ASM**

16.1 Update on 2026 ASM

Moved: S Hemmady

Seconded: A Joseph

That the update on the 2026 ASM be received.

Per the CEO report.

T Barnett suggested we arrange a pre-conference meeting with industry partners. e.g. Tuesday evening drinks.

To action: S Tozer to add to November Agenda for further discussion.

17. **Medical Sciences Council**

17.1 MSC/NZIMLS meeting August 2025

Moved: S Hemmady

Seconded: S Melvin

That the information re the MSC/NZIMLS meeting in August be received as circulated.

Agenda for this meeting has been supplied to Council members.

Moved: S Hemmady

Seconded: H Beall

That items 17.2 *the letter to the MSC re CPD and Online Examination be accepted as tabled*, and 17.3 *the notes from the meeting on 31 July be accepted as tabled*.

Discussion followed. More discussion will follow at the meeting with MSC after the AGM on Thursday 28 August.

T Taylor joined the meeting.

18. **Special Interest Groups**

18.1 TSSIG Meeting Minutes

Moved: S Hemmady

Seconded: T Barnett

That the TSSIG Meeting Minutes be received as circulated.

M Legge noted that the RCPA is currently discussing the possibility of a new Transfusion Science Scholarship.

19. **University of Otago**

19.1 Verbal update

Moved: S Hemmady

Seconded: H Beall

That the M Legge's verbal updated be accepted.

Now have access to a very modern laboratory on campus.

Of concern Otago is still going through austerity measures, and MedLab Science programme has been told they have to save over \$200k, which is impossible to do without laying off staff. Active discussions taking place, but no surety about how this will be sorted. (Noted that the MSC is not helping the situation.)

T Taylor offered to take up at Ministry level. Need to be aware that if there are no MedLab Science programmes, no techs/scientists will come through nationally, and positions will be mainly be filled by international students.

20.

AUT

20.1 Verbal update

Moved: S Hemmady

Seconded: S Melvin

That the M Legge's verbal updated be accepted.

Similar issues as Otago.

Discussion around funding availability for allied health services. BMLSc is at the bottom of the list!

M Legge requested the entire budget from TEC under the Official Information Act.

21.

RCPA update

21.1 NZIMLS/RCPA relationship

Moved: S Hemmady

Seconded: H Beall

That the email from M Legge re the NZIMLS/RCPA relationship be received as circulated.

RCPA are in the process of setting up a New Zealand Advisory Committee, chaired by the Vice-Chair of the RCPA (six members). Will also be employing a full-time advisor, thereby there is no requirement for NZIMLS to consider this further.

NZIMLS and RCPA will be working closely together in future.

To action: S Tozer to add RCPA conference in September to the NZIMLS website.

Follow up if M Legge could attend.

21.2 Dissection curriculum

Moved: S Hemmady

Seconded: S Melvin

That the RCPA Dissection curriculum be received as circulated.

M Legge explained how the dissection curriculum is to work. Two new fellowships were to be approved this year, which have been deferred to the second quarter of next year.

- Applications for the RCPA Surgical Pathology Dissection course are open now to those that fit the criteria for entry.
- Noted this is not the same at a master's degree.
- Will work with an academic year.
- Applications will close 30 September each year.

22.

POCT

22.1 Self-testing kits/query to Medsafe

Moved: S Hemmady

Seconded: M Adriaansen

That the self-testing kits query to Medsafe be received.

Discussion followed around the safety/accuracy of self-testing kits.

22.2 POCTAG July 2025 Minutes

Moved: S Hemmady

Seconded: A Joseph

That the POCTAG July 2025 Minutes be received.

J Broadbent received a request for CPD points for attending this meeting.

M Adriaansen explained that about 20% would be new learning.

Decided that attendance at this type of meeting would come under 'service to the profession' and attract two points (to a maximum of 10 points).

23.

Professional Advisor reports

23.1 Thoughts from Mike Legge

Moved: S Hemmady

Seconded: H Beall

That the email from M Legge be received.

- QMLT
numbers are now at 110 and the electronic marking system is ready to go.
- A break with tradition
Discussion about changing the name of the 'Jim le Grice Icebreaker' and the Hugh Bloore Poster Prize.
Suggestions: 'Memorial Icebreaker'.

To action: S Tozer to create a 'memorial' page on the website, that links back to bio's on other pages on the site.

To action: Council to consider appropriate names for the Icebreaker and Poster Prize and to discuss at the November meeting.

- **Qualified Technical Officer**

Only S Melvin responded to initial email about renaming the QMLT-General.

Landed on QMLT-Core Disciplines

Proposed: S Hemmady

That the QMLT-General be renamed as QMLT-Core Disciplines effective from 2026.

CARRIED

Agreed that any members requesting a copy of their QMLT-General with the new wording be sent a new Certificate at the usual cost.

24. Barrie Edwards & Rod Kennedy Scholarship

Nil

25. NZIMLS Research Grant

25.1 Update from H Brooks

Moved: S Hemmady

Seconded: A Joseph

That the Research Grant update from H Brooks be received.

A detailed update was received from H Brooks.

To action: T Barnett to respond to H Brooks thanking her for such a detailed update.

26. Correspondence

26.1 Email from A Neal, Pathlab

Moved: S Hemmady

Seconded: S Melvin

That the email from A Neal, Pathlab be received.

To action: S Tozer to go back to A Neal explaining that Council have considered all these options previously and that the decision is that SIGs and ASM work well with the current frequencies. (Also add that Industry needs somewhere to show their wares each year, and these meetings are important for those that can attend.)

27. General Business

27.1 NZIMLS President's Award

Moved: S Hemmady

Seconded: H Perry

That the documentation on the NZIMLS President's Award be received as circulated.

A Joseph spoke to the document.

- M Legge suggested that the clause re cancellation or renouncement of the award be removed.
- S Tozer requested that the word 'fellow' be removed from the nomination process to avoid any confusion.
- Remove the word 'IANZ' from the eligibility checklist
- Remove the wording "Limit the award to two per year"
- Update Nomination Statement to say, 'may include achievements.....'

To action: A Joseph to action the changes as noted above.

27.2 Quote for NZIMLS President's Award pin

Moved: S Hemmady

Seconded: G Atkinson

That the quote for NZIMLS President's Award pin be received.

S Tozer requested that Council look at options for Pin shape/content and send ideas through prior to the November meeting.

27.3 What a pathology lab looks like.

T Barnett, S Hemmady and T Taylor have been working on this and will be supplying information to Martin Chadwick (Chief Allied Health Officer) in the very near future. Information needs to be very detailed and include governance structure in New Zealand.

T Taylor gave an overview of his talk for the ASM on this topic.

27.4 Regional reports.

General discussion.

- What is the purpose of regional reports?
For the NZIMLS to represent their members by communicating indirectly via the lab managers
- What do we do with the information supplied?
- How can we do this better?
Use a standard template/phone calls.
Regional rep attend SIGs (where possible) in their region.
- Regional rep to accompany CPD coordinator on lab visits for their particular region.

Farewell and thank you to Sue Melvin and Gavin Atkinson

There being no further business, the meeting closed at: 2:15pm

President

Date: _____