

**MINUTES OF THE NZIMLS COUNCIL MEETING HELD AT THE COTSWOLD
HOTEL, CHRISTCHURCH, THURSDAY 27 NOVEMBER – FRIDAY 28 NOVEMBER 2025
COMMENCING AT 10:00AM**



The meeting opened with a Karakia (presented by A Joseph), followed by introductions.

1. Apologies

Sujata Hemmady, Mike Legge
Moved: T Barnett
Seconded: A Joseph
That the apologies be accepted.

2. Minutes of Previous Meeting

Moved: T Barnett
Seconded: H Beall
That the Minutes of the Council meeting held 25-26 August 2025 be accepted.

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

Moved: T Barnett
Seconded: A Joseph
That the matters arising from the previous Minutes be accepted.

3.1 NZSP discussion

Moved: T Barnett
Seconded: H Beall
That the NZSP documentation be accepted.

T Barnett gave background to bring everyone up to speed. This is now all on hold as the RCPA have appointed an administrator.

4. Regional Reports

4.1 Region 1 Report – not available.

Moved: T Barnett
Seconded: K Birrell
That the Region 1 verbal report be received.

M Adriaansen reported on some changes at Waitemata. Noted that PSA Union is striking tomorrow (Friday).

4.2 Region 2 Report – tabled

Moved: T Barnett
Seconded: K Birrell
That the Region 2 tabled report be received.
H Beall spoke to the tabled report.

4.3 Region 3 Report

Moved: T Barnett
Seconded: G Alston
That the Region 3 report be accepted.
K Birrell spoke to the report.

4.4 Region 4 Report

Moved: H Beall
Seconded: L Pringle
That the Region 4 report be accepted.
G Alston spoke to the report.

4.5 Region 5 Report

Moved: T Barnett
Seconded: A Joseph
That the Region 5 report be accepted.
L Pringle spoke to the report.

4.6 Technicians Report - verbal

A Joseph advised has had very positive feedback on QMLT examinations.
APEX have settled contracts with Te Whatu Ora.

T Barnett thanked the new Council members for their excellent reports.

5. Financial Report

5.1 Financial Report

Moved: T Barnett

Seconded: H Beall

That the Financial Report and sections 5.1.1, 5.1.2, 5.1.3 and 5.1.4 be accepted.

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

5.1.2 Electronic payments 01 July – 30 September 2025 for ratification

5.1.3 Credit Card Statements 01 July – 30 September 2025 for ratification.

5.1.4 BNZ Correspondence

T Barnett requested discussion on increasing the QMLT fee.

Proposed: That the QMLT fee be increased to \$390.00

Seconded: G Alston

That the QMLT examination fee be increased to \$390.00 per candidate.

CARRIED

6. Executive Officer's Report

6.1 Executive Officer's Report to 31 July 2025

Moved: S Tozer

Seconded: T Barnett

That the Executive Officer's report be accepted.

S Tozer spoke to the Executive Officer's Report

Moved: T Barnett

Seconded: L Pringle

That Rob Siebers receives a complimentary registration to the ASM 2026.

CARRIED

6.2 Document control policy

Moved: T Barnett

Seconded: K Birrell

That the Document Control policy be accepted.

S Tozer spoke to the Document Control Policy documentation.

Requested that Council members read the documentation and notate any editions/errors.

To action: Council to report back to S Tozer in two weeks' time.

6.2 PPTC donation – verbal

Moved: T Barnett

Seconded: A Joesph

That the annual donation to the PPTC be accepted.

Proposed: T Barnett

Seconded: L Pringle

That the PPTC annual donation for 2026 be paid.

CARRIED

Proposed: T Barnett

Seconded: H Beall

That the donation be adjusted to \$8,000.00

CARRIED

7. Membership

7.1 Membership Report to 30 September 2025

Moved: T Barnett

Seconded: K Birrell

That the Membership report be accepted.

T Barnett spoke to the report.

J Broadbent queried the dates in the columns. To be corrected. Also, three new Life Members need to be included in the report.

To action: C Hobson to update the report for next meeting.

Proposed: T Barnett

Seconded: K Birrell

- that the applications for membership be approved.
- that the applications for associate membership be approved.
- that the resignations be accepted.

CARRIED

8. CPD

8.1 CPD Report to 30 September 2025

Moved: T Barnett

Seconded: L Pringle

That the CPD report be accepted.

J Broadbent spoke to the report.

To action: K Birrell to present her research on Cultural Competency at the next Council meeting.

9. QMLT

9.1 QMLT results for ratification & BoE Report

Moved: T Barnett

Seconded: G Alston

That the BoE report be accepted and that the 2025 QMLT results be ratified.

CARRIED

Noted that the examination process overall worked really well this year. Examiner/moderator workshop was well received.

To action: Correction in BoE report, that Molecular Diagnostics

2025 QMLT Prizes:

Phlebotomy: 946424

Discipline: Microbiology 349176 (no Specimen Services as under 30 candidates this year.)

R Gorantla, Specimen Services Examiner not available next year. A Joseph will speak to L Montalbo re only having one examiner for next year.

9.2 Reviewing Completed Practical Assessments (verbal)

Moved: T Barnett

Seconded: A Joseph

That the verbal discussion around reviewing completed practical assessments be received.

T Barnett gave background on the Practical Assessments.

Governance required around signing off Practical Assessments. J Broadbent has been tasked with drafting a Policy document.

Discussion around requirements to ensure that supervisors are suitably qualified to be signing off a candidate's Practical Assessment.

9.3 Yorv Quote for updates to examination management system (information only).

Moved: T Barnett

Seconded: H Beall

That the Yorv Quote be accepted.

To action: S Tozer to follow up and see how much of this should be included under the Service Agreement.

Proposed: T Barnett

Seconded: H Beall

That the QMLT examination fee for 2026 be raised to \$390.00 inclusive of GST.

CARRIED

10. Education

10.1 Mike Legge Higher Education Scholarship applications

10.1.1 A Mereena

10.1.2 E Giles

10.1.3 M Legge's choice for scholarship

Moved: T Barnett

Seconded: H Beall

That the applications for the Mike Legge Higher Education Scholarship (MLHES) be accepted.

Proposed: T Barnett

Seconded: H Beall

That the MLHES for 2025 be awarded to Elizabeth Giles

CARRIED

To action: T Barnett to write to E Giles and congratulate her, and also to advise A Mereena that she was not successful.

11. Journal

11.1 Journal Editor's report

Moved: T Barnett

Seconded: L Pringle

That the Journal Editor's report be accepted.

2025 Journal Prize: discussion about award winner. Agreed the award should go to a financial NZIMLS member per the status quo and this year to be awarded to Savannah Young.

Proposed: T Barnett

Seconded: G Alston

That NZIMLS go ahead with the Digital Object Identifier per white paper submitted to Council at August meeting, and fund training and additional costs.

CARRIED

11.2 2026/2027 Journal Cover competition

11.2.1 Kelly Craig entry

11.2.2 Isla Revell entry

Moved: T Barnett

Seconded: S Tozer

That the two finalist entries for the 2026 and 2027 Journal Cover competition be accepted.

Proposed: T Barnett

Seconded: A Joseph

That Kelly Craig's entry be awarded the Journal Cover prize for the 80th anniversary editions of the Journal, and that Isla Revell be awarded the Journal Cover prize for the 2027 editions. and that prizes be awarded for both.

CARRIED

11.3 Draft updated guidelines for Rob Siebers Journal Prize

Moved: T Barnett

Seconded: H Beall

That the draft updated guidelines for the Rob Siebers Journal Prize be accepted.

Agreed that the status quo remain in place.

11.4 Journal draft project charter

Moved: T Barnett

Seconded: K Birrell

That the Journal draft project charter be accepted.

12. Website
NIL

13. Fellowship Report
Council to ratify the Fellowship Committee for 2026.
Proposed: T Barnett
Seconded: L Pringle
That the Fellowship Committee for 2026 comprise of Rob Siebers, Mike Legge and Jillian Broadbent.

14. Governance

- 14.1 Technician Representative Applications
 - 14.1.1 Katy Taylor
 - 14.1.2 Masika Paky – Provisional scientist – not applicable.
 - 14.1.3 Carolyn Olsen

Moved: T Barnett

Seconded: G Alston

That the Technician Representative Applications from Katy Taylor, Masika Paky and Carolyn Kamper be accepted.

Noted that Masika Paky has provisional registration as a scientist, therefore not applicable.

Proposed: T Barnett

Seconded: G Alston

That Carolyn Olsen be invited to join the NZIMLS Council as the Technician representative for the 2025/2026 period with her first meeting being in February.

CARRIED

To action: S Tozer to write to all candidates advising the result.

14.2 Draft Privacy Statement

Moved: A Joseph

Seconded: T Barnett

That the draft privacy statement be accepted.

To action: S Tozer to add privacy statement to the website.

14.3 Draft Council Charter

Moved: T Barnett

Seconded: L Pringle

That the draft Council Charter be accepted.

To action: All Council to read/make recommendations and report back to S Tozer to finalise before the next Council meeting.

14.4 Deputy-Director General of Health vacancy

Moved: T Barnett

Seconded: A Joseph

That the Director General of Health email be accepted.

Information piece.

15. Ministry of Health

15.1 MOH Update

Moved: T Barnett

Seconded: H Beall

That the MOH update be accepted.

K Birrell reported on the inaugural meeting of the Clinical Senate of which she is a member. Found it very good. The Senate is a focus group to provide strategic advice to the Board.

G Alston noted that the Health Leadership Development Programme was well worth completing.

15.2 Student Placement System

Moved: T Barnett

Seconded: L Pringle

That the student placement system documentation be accepted.

Medical Laboratory Science is not included in this programme.

Meeting adjourned at 4:30pm

The meeting reconvened at 8:30am, Friday 28 November.

15.3 Mandaluyong Patient Safety Declaration

Moved: T Barnett

Seconded: A Joseph

That the Mandaluyong Patient Safety Declaration be accepted.

T Barnett spoke to the declaration explaining that this has been endorsed by the Executive along with other professional bodies.

To action: S Tozer to add agreement to the website and make mention in the Council Newsletter.

15.4 HPCA Act Amendments and Putting Patients First consultation

Moved: T Barnett

Seconded: L Pringle

That the HPCA Act Amendments and Putting Patients First consultation be accepted.

Information piece received from the MSCNZ confirming that the review of the HPCA Act has now commenced.

15.5 Medical Products Bill update

Moved: T Barnett

Seconded: G Alston

That the Medical Products Bill update be accepted.

To action: S Tozer to add to website.

16. ASM26

16.1 Update on 2026 ASM – verbal (S Tozer)

Moved: T Barnett

Seconded: S Tozer

That the verbal ASM update be received.

Suggested option: 'open talk' for public entry. Maybe a plenary session? How would this work? May be best to hold for National Pathology Week.

16.2 TH Pullar address – verbal

Moved: T Barnett

Seconded: L Pringle

That the TH Pullar address be discussed for the 2026 ASM

Suggestions: Julie Creighton Steven May, Pathlab; Robin Allen, ex President; Tony Mace; Trevor Rollinson

Proposed: T Barnett

Seconded: H Beall

That Julie Creighton be invited to give the 2026 TH Pullar Address, with Steven May (Pathlab) as a backup.

CARRIED

To action: S Tozer to advise the ASM Committee (also let G Alston know once invitation sent to Julie)

16.3 Industry Cocktail function – verbal (S Tozer)

Moved: A Barnett

Seconded: H Beall

That an Industry Cocktail function be held on Tuesday evening prior to the conference.

CARRIED

17. Medical Sciences Council

17.1 Medical laboratory science workforce modelling (in confidence)

Moved: T Barnett

Seconded: L Pringle

That the medical laboratory science workforce modelling be received.

Discussed. Confidential document so not to be Minuted.

17.2 Matters arising from August meeting

Moved: T Barnett

Seconded: A Joseph

That the matters arising from the August meeting with the MSC and resulting correspondence.

Discussed President's letter to the MSC debating CPD courses/points.

17.3 Notes from quarterly meeting, Thursday 13 November

Moved: T Barnett

Seconded: A Joseph

That the notes from the quarterly meeting held Thursday 13 November be accepted.

18. Special Interest Groups

18.1 SIG Committees

Moved: T Barnett

Seconded: H Beall

That the email sent to the Microbiology SIG Committee be accepted.

T Barnett suggested that all SIGs should have an associated committee such as the one that has been set up for Microbiology.

18.2 Microbiology convenor application – Tessy George

Moved: T Barnett

Seconded:

That the application for Microbiology convenor from Tessy George be accepted.

Proposed: T Barnett

Seconded: A Joseph

That T George be appointed as the Microbiology SIG convenor.

CARRIED

To action: S Tozer to write to T George.

18.3 Cytology Special Interest Group meeting

Moved: T Barnett

Seconded: H Beall

That the correspondence re the Cytology SIG be accepted.

Previously discussed in CEO report.

18.4 Molecular Diagnostics SIG Feedback

Moved: T Barnett

Seconded: L Pringle

That the Molecular Diagnostics SIG feedback be accepted.

18.5 Preanalytical SIG report

Moved: T Barnett

Seconded: K Birrell

That the Preanalytical SIG report be accepted.

A Joseph spoke to the report. A very well received SIG with very interesting presentations.

Suggested that a South Island Preanalytical SIG be held in 2027 when there is no conference in New Zealand.

19. University of Otago

19.1 BMLSc Advisory Committee

Moved: T Barnett

Seconded: L Pringle

That the email from H Perry re the BMLSc Advisory Committee be accepted.

L Pringle has volunteered to take up this role.

To action: S Tozer to respond to H Perry and T Slater.

20. AUT

NIL

21. RCPA update

21.1 RCPA Pathology Committee

Moved: T Barnett

Seconded: A Joseph

That the RCPA Pathology Committee update be accepted.

The newly formed RCPA NZ Pathology Committee will have its first meeting (via Teams) on December 5th. The committee is made up as follows:

Francis Cox-Wright, RCPA Advocacy appointment

Diane Kenwright, RCPA appointment NZ Deputy Chair RCPA Council

Peter Bethwaite, Awanui

Ling Chan, Awanui

Samarino Mussad, ADHB

Richard Steele, Awanui

Mags Strauss, ADHB

Melissa Yssel, Awanui

Juliet Elvy, Awanui

Mike Legge, RCPA Chair Faculty of Science

M Legge's name has been put forward as a candidate for Deputy Chair. (Since writing these Minutes, M Legge advised that he has been successfully voted in as Deputy Chair.)

21.2 RCPA letter to MOH re urgent funding gap

Moved: T Barnett

Seconded: L Pringle

That the RCPA letter to MOH re urgent funding gap be accepted.

T Barnett spoke to the correspondence. Noted quite a few areas that require funding have not been included in the letter. T Barnett will follow up with D Kenwright.

22. POCT

M Adriaansen noted that roadside screening was commencing in Wellington in December.

23. Professional Advisor reports

23.1 Discussion items – M Legge

Moved: T Barnett

Seconded: A Joseph

That the discussion items provide by M Legge be accepted.

T Barnett spoke to M Legge's document.

With regards to protecting the Medical Laboratory Scientist and Medical Laboratory Technician titles, this is covered by Scopes of Practice and covered under section 7 of the HPCA Act.

23.2 Putting Patients First – summary document

Moved: T Barnett

Seconded: G Alston

That the Putting Patients First – summary document be accepted.

Agreed that Council will watch with interest.

24. Barrie Edwards & Rod Kennedy Scholarship

24.1 Scholarship update – Savannah Young

Moved: T Barnett

Seconded: K Birrell

That Savannah Young's scholarship update be accepted.

To action: S Tozer to request that S Young write an article for the Journal.

25. President's Award

25.1 Policy document

Moved: T Barnett

Seconded: A Joseph

That the President's Award Policy document be accepted.

Updated document provided for Council approval.

Discussion around presenting awards.

To reword "Award Presentation" to:

- if already attending an NZIMLS event the presentation will be made at that event.
- If the recipient is unable to attend an event, the award will be posted or presented by a Regional Representative
- A list of recipients will be published on the official website. (Year, name, reason.)

To action: S Tozer to update as above

25.2 Application form

Moved: T Barnett

Seconded: K Birrell

That the President's Award application form be accepted.

Updated document provided for Council approval.

25.3 Sample pin

Moved: T Barnett

Seconded: L Pringle

That the sample pins be accepted.

Discussed options – S Tozer to take options to Precision Badges for a new mock-up.

26. Correspondence

26.1 AIMS Tropical Division

Moved: T Barnett

Seconded: L Pringle

That the correspondence from Donna Rudd be accepted.

To action: S Tozer to respond to D Rudd to set up an initial discussion and report back to Council.

26.2 B Armstrong

Moved: T Barnett

Seconded: K Birrell

That the correspondence from Brooklyn Armstrong be accepted.

26.3 V Buchan

Moved: T Barnett

Seconded: A Joseph

That the correspondence from Vanessa Buchan be accepted.

27. General Business

27.1 Communio Wellington Mortuary Opening – verbal (T Barnett)

Moved: T Barnett

Seconded: G Alston

That the verbal discussion on the Communio Wellington Mortuary Opening be received.

T Barnett gave an overview of the day.

27.2 Most Trusted Business Awards

Moved: T Barnett

Seconded: A Joseph

That the awards information provided by S Tozer be received.

For 2025, NZIMLS have won the following awards:

- Top 50 customer excellence (number 6)
- Industry award winner
- Nationwide brand winner
- Professional Organisation for Medical Laboratory Science
- Not-for-profit Company

27.3 Strategic Priorities

Moved: T Barnett

Seconded: A Joseph

That the documentation around strategic priorities be received.

T Barnett explained the basis of the Strategic Priorities to Council for the benefit of the new members.

Discussion:

What are the priorities?

- How do we measure outcome
- How to manage
- How to deliver

Suggestions:

- Remove numbers
- Identify core priorities
- Build on current draft document, with priority on NZIMLS core business

Council to send thoughts to H Beall and M Adriaansen by 12 December. H Beall and M Adriaansen then to redesign the document for presentation at the Council meeting in February 2026. Dates to be assigned once document is finalised.

Council work priorities:

T Barnett requested that Council members think about what priorities they would be interested in taking a lead role in.

H Beall – QMLT

K Birrell – CPD

NEXT MEETING 19-20 FEBRUARY 2026, AT WAIPUNA, AUCKLAND (Note change of date from originally advised)

There being no further business the meeting closed at 12:10pm

Signed: _____

Tony Barnett

President

Date: _____