



**LOCAL 1165
EXECUTIVE MEETING MINUTES
April 24, 2021**

Call to order at 09:05 AM

1. Roll call of Officers.

Trevor Russell, Lisa Corris, Anita Houghton, Amanda Gravel, Janis Francis, Keith Russell, Suzy Carriere Jensen, Lynn Smith. Catherine Taggart sends her regrets.

2. Reading of the Equality Statement and Ingenious Greeting

3. Reading of the Minutes

4. Matters arising from the Minutes.

Motioned by Lynn Smith and seconded by Amanda Gravel to accept the March minutes as presented.

Carried Unanimously

5. Secretary-Treasurer's Report

March financials, nothing out of the ordinary to report.

Motioned by Keith Russell and seconded by Janis Francis to accept the financial ledgers prepared by Catherine Taggart for March 2021.

Carried Unanimously

6. Communications and bills

-email from Kareena Kawall with registration information for the Cupe Ontario Convention

-Zoom monthly reoccurring \$11.30

7. Executive Committee Reports

Lisa Corris

- At the request of the Employer, the President and I attended a meeting with HR and the Principal of LLC Re: Interviews for the .5 Continuing Ed. position. It was expressed that this position is unique to the regular school secretary. This position is part of the EWPF.
- I followed up with the President regarding an OCT - Step 1 Grievance. As the Employer did not respond in Step 1, Step 2 was filed. A Step 2 Grievance meeting was held on April 23rd. This Grievance was with regards to Job Postings and applicants fully processed before posting external.
- Followed up with OCT Member re: their Seniority date and filed a Grievance on their behalf. This was settled in favour of the Member.
- Had a member inquire about LTD. Expressed the high rates; who was the carrier; and was there opportunity for opting in/out. I referred the Member to Article 21.01 of the CA and let her know that Manulife is the carrier, and that the Union has had this policy since September 2002.
- Had a Member email me that they have not been receiving Union emails. I forwarded this on to the Recording Secretary who promptly took care of this. On another occasion, I assisted the Recording Secretary with an undeliverable email address.
- I received an email from a Secretary at one of the Secondary Schools inquiring as to who to send the Secondary School Bursary request to.
- As part of tracking Posting notifications, I reached out to the West area Cust. /Main. VP with regards to the status of two postings that the Employer had yet to notify the Union about.

- As part of fact finding, I reached out to the former President and a former Acting President with regards to the Programmer Analyst position dating back into 2016. The Union is in the process of creating a LOU.
- I listened to the Education Partners joint virtual press conference from April 7th with OSBCU, ETFO, AEFO, OSSTF, OECTA and allies including Dr Colin Furness, Romana Siddiqui (OPAN) and Shameela Shakeel (OFPE). -- Strong concerns were heard from each representative that schools are not as safe as the Government portrays they are - vaccinations are needed now for the Education worker.
- On behalf of the President, I updated his contact information with the Local President of ETFO and the Employer's Information/Communications Coordinator.
- I reached out to Casual Secretaries and sent them the "Welcome" to CUPE 1165 email.
- I assisted a member with regards to their sick leave and OTIP benefits.
- I communicate regularly with the President.
- I listened in on Prevention Link's webinar on COVID 19 Vaccines - a tool to end the COVID-19 Pandemic. This was a very informative webinar put into Lamens terms COVID, the science, and the importance of vaccines.
- Throughout the month of April, the OSBCU is hosting individual forums for each working group classification. On April 10th, I signed up and attended the "Clerical forum". One of the co-hosts for this forum was Catherine Taggart, newly voted in as the OSBCU's Area 6 Mobilizer. Catherine is CUPE 1165's Secretary-Treasurer.

Anita Houghton

It has been a quiet month in the North for the OCT group.

Had a supply secretary working at one of the high schools. Supply secretary mentioned she didn't feel prepared for working in the schools as she felt she was not prepared with enough training. We have heard this complaint many times before from our new members. When the new supply secretary reaches out to the Board to say they do not have enough training the Board tells them to find a school secretary that they can job shadow. The new member has to do this on their own time and the permanent secretary has a busy day doing her regular daily work and training the new member at the same time. This would be a good point to put on the agenda for Common Concerns.

I have been checking board email and union email but there have not been any members reaching out for any assistance.

Suzy Carriere Jensen

~March 20 spoke with Nat Rep and Pres about a LOU with the employer to extend Loss of Seniority timeline

~March 23 worked with Nat Rep to set up a meeting with the employer to discuss the Compass First Initiative, collected paperwork for scheduled April 8th meeting.

~April 6 reached out to Nat Rep to review questions being presented to the employer.

~April 7 worked with Nat Rep to prepare final details for April 8th meeting.

~April 8 participated in meeting with the employer, then communicated with Nat Rep to discuss progress of meeting. Also had a member call and ask about the "Member in Good Standing" form from union.

~April 9 communicated with the Pres to provide details of our meeting with the employer.

Throughout the course of the month, I did have a couple of members ask if there were any updates to which I did reply after the April 8th meeting.

Amanda Gravel

-Attended "Challenging Racism in the Workplace" workshop from Cupe

-Working on Black Indigenous People of Colour (BIPOC) committee and presentation

Janis Francis

-Responded to texts/emails regarding the lock down. I answered the question to the best of my knowledge.

-Spoke to OCT VP regarding postings.

-I was approached by a member who is awaiting an interview for a maintenance posting. Member is wondering why it is taking so long. With further investigation I found out that the permanent maintenance member is returning to work.

-Had a member express concern about harassment going on in the workplace. I spoke to the FSS who has since reminded these members about workplace harassment. Everything seems to be ok now.

Keith Russell

-Numerous conversations with members regarding W.F.S.S posting (posting has now been awarded)

-Contacted Brianna regarding itinerants not receiving shift premium when working after 3pm

-payroll Responded to Brianna stating the Itinerants do not qualify for the shift premium Grievance filed by the President

-Attended the OSBCU conference

-Attended the OSBCU custodial Forum (was interesting to hear that all other boards in Ontario are dealing with the same issues we have from being able to hire staff to complaints about cleaning)

-I have fielded questions from members and FSS about casual employees coming out of the woodworks and taking permanent jobs (we do now have a clause in the C.A to deal with members who are not accepting shifts and reminded members and FSS that it is on H.R and management to follow on this matter and deal accordingly

-Emails to H.R. regarding wrong closing date on several postings

-Had a member reach out to me about the process/order of offering overtime

Trevor Russell

President's Report for April 2021

- I had a meeting to discuss the interview for the LLC secretary position on Mar 23 with administration and LC

- I Spoke with RTW specialist for WSIB on Mar 24 and set up a RTW meeting for a member on March 29, 2021

- I spoke with a member (DA) about an administrative leave with pay on Mar 24

- I spoke with a member (SF) about a meeting with management, I advised the member to seek medical documentation for an ongoing injury that is creating a barrier to their work on Mar 24

- I spoke with a member (YS) about an incident that is under investigation on Mar 24

- I spoke with a member (DA) about administrative leave on Mar 25

- I spoke with the National Rep about the administrative leave on Mar 25

- I attended the OSBCU conference on Mar 25

- I returned a call to a member (RG) on Mar 25 and left a message

- I attended the OSBCU conference on Mar 26

- I spoke to a member (TC) about administrative leave with pay and answered questions on Mar 27

- I attended a RTW meeting for a member (DT) with HR and a RTW specialist from WSIB on Mar 29

- I attended a meeting at the North Bay Head office to represent members in an investigation into an incident on Mar 30

- I spoke with a member (DT) to update information on an ongoing WSIB claim on Mar 30

- I took part in seniority list tie breakers at the North Bay Head office with HR on Mar 30

- I spoke with a VP of Cupe 1165 concerning shift premiums on Mar 30

- I spoke with a member (SF) about a meeting with management on Mar 31

- I sent an email out to membership through the recording secretary about member application forms (members in good standing) on Mar 31

- I sent an email to the recording secretary to add to the email list on Mar 31

- I had a conversation with VP of Cupe 1165 about a possible harassment situation on April 1

- I had a conversation with a VP of Cupe 1165 about a possible grievance for the call-in system not following by the seniority list on April 1

- I filed grievance #1165-02-2021-10 and 1165-02-2021-09 with management on April 1

- On April 1, I sent an email to HR about a response to grievances that was due in order to maintain timelines set out in the CA. All grievances were moved to step 2 due to lack of response in the appropriate time.

- I spoke with a member about a possible grievance on the awarding of a posting on April 1

- I looked into open grievance files, and looked to close any of the files on April 1
- I spoke with a member about a possible grievance for sick leave being used during a quarantine period on April 1
- I had a conversation with the national rep about outstanding issues on April 1
- I called the manager of plant about sharp's training for our members on April 1
- I spoke with the manager of plant about administrative leave for a member (TC) on April 1
- I emailed a response to grievances 1165-02-2021-01,02,03,04,05,06,07,08 to the manager of HR informing the employer that the grievances are moving to step#2
- I emailed the employer withdrawing grievance #1165-01-2021-02 as it has been resolved
- I spoke with VP and had the aforementioned grievance file closed
- I spoke with a member DT about WSIB Nel appeal and Loe appeal
- I shared communications with the members of the executive and the joint health and safety committee
- I shared information with members about the National Day of Mourning add
- I attended a zoom meeting with the OSBCU on the current situation
- I filed grievances 1165-02-2021-09,10
- I attended the emergency town hall zoom meeting for the OSBCU
- I sent an email on April 8 about the grounds position in the North
- I spoke with the National Rep about the Covid 19 case at SBSS
- I attended the custodial forum via zoom on April 8 that was set up by the OSBCU
- I answered a question about our benefits for a member on April 8
- I set an email regarding all outstanding grievances to HR on April 9 to set up the step 2 grievance meeting
- I represented a member in a meeting at the North Bay Head Office on April 9
- I attended the zoom meeting trades forum that was set up by the OSBCU on April 10
- On April 12 I received a call about working on a stat by a member, I answered their question
- On April 13 I received a call from a member asking about the procedure on how to book vacation days. I answered their questions.
- I sent out email communication from the OSBCU via the recording secretary in April
- On April 14 I completed the survey on the custodial forum for the OSBCU
- On April 14 I sent an email communication about possible layoffs during this shutdown period, I let members know that layoffs were not on the table at this time
- I had a meeting to discuss the West Ferris posting with HR on April 14
- I made a call for a member who is retiring this year and helped them to opt out of the LTD plan on April 14
- I made a call to the HR department to correct a mistake with a member's sick leave on April 14
- I uploaded intent to object forms for a member to WSIB on April 15
- In April I spoke with a member about the decision to award the West Ferris posting the member wishes to file a grievance on this matter
- I attended an emergency zoom meeting for presidents set up by the OSBCU on April 16
- On April 19 there was another attempted scam sent to the treasurer posing to be me trying to procure funds. It was reported to law enforcement.
- I sent an email to HR to set up a step 2 grievance meeting for all outstanding grievances on April 19
- I sent an email about the collective agreements to HR on April 19
- I sent an email to HR to correct some postings on April 19
- On April 20 I received an email from a member of 1165-03
- I represented a member in a meeting on April 21 with management
- I spoke with the National Rep about an issue with the transportation group on April 21
- I shared messages from the OSBCU with membership on April 21
- I attended the town hall call on the National Day of Mourning with Cupe Ontario and National on April 22
- I attended the step 2 grievance meeting on April 23 with management. Good resolutions were offered for all the 1165-2 grievances.

8. Reports of committees and delegates

-Staffing

Trevor Russell

-staffing has all been set now for the EWPF and our LPF funding.

-The last thing with staffing that must be hammered down will be the actual FTE numbers that our protective compliment going forward to the end of this contract. From there we are going to have to look at setting our common concerns meetings or our labor committee meetings because they are coming up now because we're going to be going into staffing for the next year.

-Health and Safety

Lisa Corris

This month saw a lot of activity on the COVID front:

- Nanoform Graphene masks -- Following Health Canada's announcement on March 25, 2021, cautioning the use of nanoform graphene masks as PPE, it was good news to hear that the Employer has not purchased these masks.
- Following the Education Partners joint virtual press conference on April 7th, and the announcement from the Government that vaccinations will be offered to Education Workers in the hot spot areas (Toronto) and Special Education staff, it was unfortunate that the Near North DSB announced the next day that Silver Birches Public School had a positive case (student).
- After speaking with several Members, they were all looking forward to the Spring Break April 12-16. The Government made the announcement that following the Spring Break, schools would be closed to in-school learning. It is recognized that CUPE 1165 continues to adapt and overcome the challenges, both at the OCT level and Custodial/Maintenance level to make our working environments safe.
- Asymptomatic Testing sites have been set up throughout the NNDSB Region. Locations are: No Frills/Loblaws in Sturgeon Falls; at three of the Shoppers Drug Mart sites in North Bay; and Shoppers Drug Mart in Parry Sound.
- CUPE Ontario and National have sent out webinar invites to Executive and Members regarding "COVID 19 Vaccines - a tool to end the COVID-19 Pandemic". Members can connect with Prevention Link's webinar (recorded April 12th), or they can sign up for one of the Pan Canadian zoom workshops being held on May 5th or 6th. An excerpt, "Join us for a conversation with Dr. Andie Chénier, who will translate scientific information into plain language and will guide us through the work of our immune system, how the body responds to clear infections, how a vaccine supports the body's natural abilities to heal, and the kinds of vaccines that are on the market right now."
- On April 28th, we will recognize "Day of Mourning" for the workers who have lost their lives or have been injured while on the job.

-Grievance Committee

Trevor Russell

- call for a meeting once a month.

Grievances at step 2

-1165-01

-grievance 01 was denied and we must decide on whether we go through (talk to member) with it. It will mean a special meeting and have a vote on whether to take this to arbitration or mediation.

-1165-02

-grievance 01 there was an offer of a solution that would restore their banked lieu time to the 40 hours to be able to use agreed but member(s) must use it before the 31st of August of this year (2021). Which is an acceptable outcome.

-grievance 02 was a policy agreement on the same issue just in case there were other members that were afflicted by this. We got a good result on 01, so that grievance will be withdrawn. Again, after discussion with the national Rep.

-grievances 03 04 05 09 10 Were all agreements dealing with the shift premium that has not been paid out as per our collective agreement. We were assured as a resolution that the shift premium will be paid back for all those members. HR Department was going to develop a process for reporting of shifting so that they would be paid going forward. We will have a discussion with the national Rep before accepting the solution, but again, it is positive solution.

-grievance 06 was a policy grievance on the shift premium issue. Again, in case there were other members that were afflicted by it. That agreement will be withdrawn after discussion with the national Rep.

-grievance 07 had to deal with the changes to the Employment Standards Act that our contract does not reflect that. So basically, under the Employment Standards Act if you have been employed by the same employer for five years, you have three weeks vacation. Our contract was substandard to that, so grievance was filed. The resolution was brought forward that the employer will honor the Employment Standards Act. That means anybody who has been employed by the same employer for five years will now have three weeks vacation. That solution that will appear in the employee's absence Bank and all employees in this situation will have that fixed for them.

-grievance 08 was policy agreements on the same issue. Again, after a discussion with the National Rep. we accepted the resolutions, and that grievance will be withdrawn.

9. Unfinished business

-GIC

It has not been set up but in the process of setting it up.

-Exec. Email Addresses

We will investigate moving all executive members to the Office365 account. This way as Executive leave all the information they gathered in that position will be transferred to the next person.

-Welcome email package for new members and membership cards

Each V.P. will be responsible to welcome new members and get heir information. Membership card will be given to the President to sign and give to the respective new members.

-Indigenous Land Acknowledgement

This acknowledgement will be included in our meetings after the Equality statement. We will display the whole statement but read the last paragraph only. Looking into adding it the units' by-laws.

-Conventions/Workshops

- Intro to Stewarding - offered in March/April

No one was able to register for the April workshops.

Workshops will be available for the Bargaining Committee. The committee will have to be formed.

- CUPE Ontario's Annual Convention

Registered Trevor Russell, Catherine Taggart, and Keith Russell May 26-28

-Promoting Member Involvement

Two members stepped forward for the Classification. 1165-06 and 1165-02. Looking for members to represent the other units.

-Getting to Know Your Collective Agreement

Once the Collective Agreements are signed and we have a copy, we will look into a PD session.

10. New business

-BIPOC (Black Indigenous People of Colour) Committee presentation

Thank you for your time. I would like to begin with presenting you the black indigenous people of colours committee (BIPOC). Now I will go through the who, what, where, when and why and the end if there are any questions, please feel free to ask.

Who? people who identify as black/ indigenous, people of colour,

What? educational & advocacy committee/group

Where? CUPE 1165-1/2

When? ASAP

Why? there is no such committee or advocacy group for our LOCAL, there is no safe place for people of colour to bring forward their concerns about systemic racism and racism in the workplace. The purpose of this committee is to provide a safe, welcoming and open space for members who identify as black, Indigenous & people of colour to discuss specific experiences In the workplace, to advocate for those individuals and to educate all parties involved. To build union solidarity, to increase Union power at work, to provide members with essential knowledge on fighting racism, equip union members to Champion anti-racism in the workplace, to practice new skills and build confidence for those who lack it in challenging racism & to provide lifelong learning opportunities. At the rate north bay is going in urban development and urban diversity, we are only growing exponentially as the days go by and I feel as a person of colour there is no doubt in my mind that this committee is necessary. I want to establish a foundation to build something great. this committee is **100%** volunteer based and I have no problem volunteering as much time as I need to advocate for and educate people on a lot of racial matters. I think we all know participation at any local at any level can be quite difficult but I am positive and I have faith. This is necessary and this starts now.

Now I am well aware that everything must be voted on so I will give my brothers and sisters the opportunity to vote on this matter.

I would also like to put it out there that out of **100** available spaces for the challenging racism in the workplace course there was still **96** available however all the other elective courses were full. This shows a serious imbalance and somewhat of an ignorance towards the subject. I would also like to point out that I am the only member of this local to ever attend this course I hope others will follow.

-An email will go out to all Cupe 1165 members to see who would like to be on the committee

11. Good of the Union

2020 Donation Summary

March	-\$200	Reversal of stale dated cheques from 2019
June	\$100	In Memoriam donations – 2 students
	\$1200	8 Secondary school bursaries
July	\$150	1 Secondary school bursary
August	\$2500	10 Foodbanks
December	\$2500	10 Foodbanks
	\$2375	19 Area service clubs

Total	\$8625	Donation total \$8825
-------	--------	-----------------------

We did not hear from ESC Elisabeth Breyure in Mattawa, only 9 bursaries were awarded, with the closure of WSS, we will have 9 this year.

-No donation given this month

12. Date of next meeting

-The next Executive meeting will be May 15, 2021 9am via Zoom

13. Adjournment

Motioned by Trevor Russell and seconded by Keith Russell to adjourn the April Executive meeting at 10:59 AM

Carried Unanimously