



**LOCAL 1165
EXECUTIVE MEETING MINUTES
February 20, 2021**

Call to order at 9:02 A.M.

1. Roll call of officers

Trevor Russell, Catherine Taggart, Lisa Corris, Janis Francis, Keith Russell, Anita Houghton, Amanda Gravel, Suzy Jensen and Lynn Smith

2. Reading of the Equality Statement

Read by the President

3. Reading of the minutes

Motioned by Lynn Smith and seconded by Catherine Taggart to accept the January 2021 minutes with an amendment to Section 12 (Date of next meeting) to correct the meeting date from February 29, 2021 to February 20, 2021

CARRIED UNANIMOUSLY

4. Matters arising from the minutes

Section 12 (Date of next meeting) should read February 20, 2021 not February 29, 2021

5. Secretary-Treasurer's Report

-Bank account and Strike account ledgers are in balance

-A call was received that Cupe Ontario received payment for 4th quarter but not 1,2, or 3. The cheque was re-issued, and a stop payment was put on the original cheque for \$12.50. Another call came in that the original had arrived, and they would return it to the Recording Secretary.

Motioned by Catherine Taggart and seconded by Keith Russell to approve the January 2021 ledger for the bank account and strike fund account.

CARRIED UNANIMOUSLY

6. Communications and bills

-Zoom monthly reoccurring \$10.50 was paid on a personal credit card and will be reimbursed on monthly expense sheet.

- Microsoft 365 Personal \$79.00/ year (\$89.27 w/ taxes) was paid on a personal credit card and will be reimbursed on monthly expense sheet. Three of the five devices that will use the apps will be the President, Secretary Treasurer, and the Recording Secretary. The other two will be determined later.

7. Executive Committee Reports

Amanda Gravel VP CUST

- Inquired about registering for online courses (introduction to stewarding), Unsuccessful for any February dates.
 - Union member approached me about welcome package, when is it coming?
 - Still learning the ins & outs of WSIB
 - A member inquired about when we're going back to "normal " meetings
 - Read and studied the by-law package
 - Spoke to the president about getting enrolled in course and when they'll be seeing as the ones I inquired about filled up quickly
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Janis Francis VP CUST.

- Received a phone call regarding a posting that belongs to a member who has been off and wondering when it would be posted.
 - Provided information to our president regarding grievances that were submitted.
 - Spoke to our OCT VP regarding clarification with postings.
 - Had a member call me questioning their holidays.
 - Had a phone call from a member's family member(father) who was inquiring about the members benefits. I stated that I needed to speak to the member directly.
 - Spoke to a member regarding shift premium when it applies and how to check on their pay stub.
 - Spoke to concerned co-worker regarding the safety of their coworkers.
 - Received a call inquiring when a posting was going to be posted.
 - Forwarded copies of grievances to members involved.
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Keith Russell VP CUST.

- Registered for the CUPE human rights conference Mar 1-4
- Registered for the OSBCU 2021 conference
- Had a member that was retuning to work and asked to work difference hours tracked down the posting and for them the member is now working their original hrs
- Email to the president regarding the grounds position and the temporary general maintenance position at Almaguin that was created in replacement of electrician
- Email to Trevor and Lisa regarding health and safety and non licensed members perform electrical work
- Fielded several questions in regard to the W.F.S.S 1.0-day custodial shift.

- Been checking the cupe education page for openings for the introduction to stewarding part 1 representing members in front of management
 - Had a conversation with F.S.S regarding the conditions that classrooms at Alliance are being left in F.S.S will speak to the Principal and Plant Manager.
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Anita Houghton VP OCT

- Wasn't able to attend the Stewarding Course in February as it was too busy to take time off of work
 - 1165-1 doesn't usually see much movement but it's been different this new year. Currently there are 3 postings out for secretaries. Two permanent and one casual.
 - The IT posting for an Information Technology Coordinator – Systems Analyst was filled by a secretary from Chippewa. This created another posting and the posting for Chippewa was filled by the temporary At Home Learning secretary.
 - Received a number of calls from secretaries enquiring about these positions.
 - Introduced myself to two new union members that the VP OCT-01 West was kind enough to pass on to me. Have not heard back from them yet but hope to so I can encourage them to provide the Recording Secretary with their personal email address so they may attend meetings.
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Lisa Corris VP OCT

- Followed up with a Member re: possible changes to the Library and inventory at their worksite.
- Followed up with a Member re: their Seniority date and pending meeting with HR.
- Followed up with HR on posting award for .6 AHL position - This posting required interviews which held up the awarding.
- Continue to track and follow up, as necessary, with HR re: posting notifications; as well with the President.
- Had a member reach out re: interviews and awarding to a member with less seniority.
- Supported and filed a grievance on behalf of a Member who was not considered for a position.
- Communicated with Cust/Main VP re: new Casual Cust/Main. Member.
- Jan 25th, spoke with the President re: job postings, new members, CA, and other Union business.
- On February 3rd in the evening, I attended the Ontario Women's Committee action caucus, "We Believe You: Sexual Violence and Harassment in Union Spaces".
- February 1st, I sat in on the CUPE Ontario Vaccine Webinar. This was a webinar open to all members of CUPE. This webinar was to answer questions and debunk myths about vaccines, their safety, effectiveness, and your obligations in the workplace.
- Registered for the Human Rights Virtual Conference to be held the afternoons of March 1-4, 2021.
- I spoke with a Member about their upcoming retirement.
- There are two upcoming OCT retirements as of March 31st. I reached out to HR to post for these postings on February 16th to allow for the ripple effect and have everyone in place on April 1st. -- HR did.
- Had a Member inform about an encounter they experienced in the workplace with students and not respecting the member's work space.
- H&S - Had a Member inquire as to what the obligation is to work during a temporary 3hr power interruption that would result in no heaters or use of washroom facilities.
- H&S - Cust/Main VP cc'd me on an email re: concern of electrical work being completed by non-qualified electrician(s).
- H&S - March 3rd is the next scheduled JHSC meeting.

- I reached to our former President re: past information around Job Descriptions.
 - I forwarded names of new OCT members on the Seniority List to the other OCT VP to reach out to and introduce them to CUPE.
 - It is becoming apparent that Members are reaching out to the Executive for support on how to become stronger in an interview. This is something we can work towards.
 - I listened in on the OSBCU Town Hall call on February 16th re: the postponement of March Break until April 12th.
 - On Feb 17th, the President, National Rep, and myself met with HR to finalize the Draft Collective Agreement(s). Once the final Draft of the OCT CA is received, the Bargaining Team will be requested to meet again to make sure that all requested updates have been made and prepare for signature.
 - On Feb. 18th, the unfinished business of the 2020 Staffing and the EWPF 1.5 FTE Allocation to OCT was finalized. The OCT Executive were instrumental in the proposal that was presented to and accepted by the Employer.
 - I communicate with the Executive, as necessary.
 - I communicate regularly with the President, and when necessary, the National Rep. on different union issues.
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Trevor Russell President

- I have sent out numerous updates from the OSBCU to membership via email through our recording secretary.
- I had a meeting with management on Feb 11, 2021 at the north bay head office. The meeting was supposed to be for a member, but the member did not show, so I had a meeting with the manager of plant to discuss some outstanding issues
- I filed grievances number 1165-02-2021-01, 02,03,04,05,06,07,08 on Feb 17, 2021
- I had a meeting with the national rep and management on Feb 17, 2021 to discuss the EWPF funds, good news our proposal has been accepted and should be implemented over the next little while
- I have had discussions with 3 different members who have been dealing with WSIB.
- I attended the president's town hall call on Feb 16
- I uploaded direction of authorization forms to WSIB for two members
- I had multiple calls concerning WSIB from a member with questions
- I sent an email to management about members doing electrical work that were not licensed. I also sent a message to membership outlining the penalties that can be levied by the MOL for members doing such work.
- I received phone calls about a posting, I had discussions with HR about the posting.
- I set up leave for members of the executive that were attending a conference of March 1-4

Suzy Jensen VP Compass

Had a quick meeting with our President and National Rep to discuss a possible extension of our Collective Agreement. Currently it only provides protection up to 18 months, we are quickly approaching 12 months from lay off. An extension will secure our position when and if able to return safely

8. Reports of committees and delegates

-Staffing

An email from Liz Therrien confirms that the remaining 1.5 FTE from EWPF was accepted and that the Union recommendations was accepted. They will be in place in the next couple of weeks.

-Health and Safety

The Health and Safety report is included in Vice President Corris's report.

9. Unfinished business

-GIC

Due to Covid restrictions the purchase of the GIC has not been done.

-Exec. Email Addresses

Discussion on a standardized email so when the person holding a position leaves it would mean a smooth transition for files and correspondence. Further discussion will be held once information is available.

-Welcome email package for new members and membership cards

A discussion was held on the best way to get the new members an information package. Thoughts on what it should include is a welcome letter, Cupe 1165 By-laws, the respective Collective Agreement for each unit, membership application. Also, once the application is received what is the best way to forward their membership card.

10. New business

-Grievance committee

-Labour Management committee

A labour Management Committee was formed. The following volunteered to be on the committee: Trevor Russell, Lisa Corris, Keith Russell, and Anita Houghton.

-Feb 24th - wear pink "anti-bullying"

An email will be sent to encourage all members to wear something pink to symbolize that we as a society will not tolerate bullying anywhere.

-Conventions/Workshops -

Intro to Stewarding - offered in March/April

Intro to Stewarding - offered in March/April is full and unavailable at this time.

CUPE Ontario's Annual Conventions - May 26-28 - First Call

Trevor Russell, Catherine Taggart, and Amanda Gravel have volunteered to attend.

-Amanda Gravel requested she attend the next WSIB conference.

- It was questioned if any members had reached out regarding issues with vacation being denied or cancelled because the postponement of March Break. No one had received any complaints.

- An email will be sent to all members to see who is and or would like to be a Steward

11. Good of the Union

It was suggested that donations be made to local organizations such as the Food Bank and other groups like the Paddle program in March. V.P. Russell is looking into possible places to give a donation too.

12. Date of next meeting

Next Executive meeting is March 20, 2021. 9:00 A.M.

13. Adjournment

Motioned by Trevor Russell and seconded by Anita Houghton to adjourn the meeting at 10:58 A.M.

CARRIED UNANIMOUSLY