



GSU Local 20008 Executive Meeting #4: March 25, 2010

Agenda Items

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| 1. Call to Order | 11. Grievances/Appeals |
| 2. Roll Call Executive | 12. Training |
| 3. Amendments to the Agenda | 13. Collective Agreements |
| 4. Adoption of Agenda | 14. Health and Safety |
| 5. Minutes of Previous Meeting | 15. Membership Lists and Updates |
| 6. Business Arising from Previous Meeting | 16. Equity Officer |
| 7. Administrative | 17. Other |
| 8. Financial | 18. New Business |
| 9. Issues | 19. Round Table |
| 10. Shop Stewards | 20. Adjournment and Next Meeting |

Present	Absent
Bill Fleming	Michelle Simard (regrets)
Cheryl Fulton (phone)	
Cindy Zhou	
Linda Harding	
Fe De Castro	
Rob Terris	
Josko Dujmovic (Phone)	

1. Call to Order

Meeting was called at **Room 1418 at 1:15pm.**

2. Roll Call Executive

7 executive members present and one member is absent.

3. Amendments to the Agenda

Meeting time has been extended to 1 hour effective Jan 15, 2009, to allow the Exec more time to discuss issues and concerns.

4. Adoption of Agenda

Agenda items were approved.

5. Minutes of Previous Meeting

Previous minutes were reviewed and adopted as written. Only the approved meeting minutes will be posted to the website from now on.

6. Business Arising from Previous Meeting

Updating national GSU Local 20008 website is ongoing. It will be available when info is available to Bill.

7. Administrative

NA

8. Financial

GSU Local 20008 completed financial statement and a copy of editor's report has been sent to HQ GSU Finance for annual reporting purposes. Cheryl will send it to all executive members when she is back to the office.

9. Issues

National GSU Local 20008 website is outdated. Bill and Cindy are reviewing what updates are required and will contact Laura for posting these.

10. Shop Steward

NA. Michelle is not in the office. When she is back, she will update the info.

11. Grievances/Appeals

Cindy has informed Local Executive officers that have not taken the PSAC Grievance Handling course to register on the PSAC training website (<http://www.psacbc.com/education/>). Both Cindy and Michelle have registered the Grievance Handling course of May 8-May 9, 2010.

12. Training

Cindy has advised new executive members to register the following PSAC training courses:

- Grievance Handling (May 8/9, 2010): Cindy and Michelle have registered this course.
- Understanding and Interpreting the Collective Agreement (April 10, 2010): Cindy has registered this course
- Talking Union Basics: Cindy and Michelle have taken this course on Feb 6-7 at PSAC regional office on Joyce Street;
- PSAC basic courses are open to all members: <http://www.psacbc.com/education/>

13. By-Law Amendments

Bill reviewed GSU Local 20008 By-laws (approved on AGM of Oct 2009) to find out if there is any outdated info and provide amendments to ensure the local By-laws reflects what is current. Executive members are required to review the online GSU Local 20008 By-laws and highlight the changes if necessary, and then go over together and make necessary changes in the next meeting. Bill will then send the final copy of the amended by-laws in WORD to Cindy Zhou for posting on local 20008 GSU website.

Action item: Collective agreement will be expire in 2011. Thus we need to prepare 6-8 months in advance.

14. Health and Safety

The role of H&SC Co-Chair on the local committee will be transferring from Rob to Linda effective Thursday, Apr 1, 2010. Linda Harding will take over the responsibilities and attend all the meetings in the New Fiscal year. Meanwhile, Health and Safety Committee trainings are recommended for members.

Action item: there is still office temperature issue in this building, it was hot in some areas and cold in others, employees had contacted National Service Call Centre in the past weeks, but the issue remains. Bill will update this when he finds out more info.

Upcoming Courses: H & S courses will be available on 13th in Vancouver and 15th in Victoria; employees are encouraged to register on OCR online.

15. Membership Lists and Updates

- Cindy has reviewed and updated AGM executive member list on GSU local 20008 website, adding one auditor Joanne Yuen to New AGM executive member list.
- Cindy has updated contact list on "contact us" page for New AGM executive member list.
- Bill will obtain the updated general Local GSU 20008 membership list from HR and send it to Cheryl to action. **Action item:** reconfirm all contact info including names, addresses, phone numbers, emails and other relevant info.
- **Action item:** every executive member is advised to have one GSU USB key in order to keep most updated info and take it to events/meetings outside of PWGSC when needed. Bill will give everyone a GSU USB key if they currently do not have.

16. Equity Officer

Ongoing business : Michelle, Phil and Bill to meet and discuss EO role with Donna Lackie.

17. Other

- Cindy, Bill, and Linda have arranged a visit to the Post Office mail box together. Cindy gets one key from Bill and now checks the mailbox on the regular basis, and deliver them to Cheryl. **Action item:** a new locker and new password, and a backup PO key are needed. The cost of obtaining a new locker is around \$25. also, an authorized request from president Bill is required to change a new mail box.

- Specimen signatures for new Executive signing authorities are required for the bank. Cheryl has arranged appointment with Bill, Linda, and Cindy at VanCity to set up new account and signatures. Bill/Linda/Cheryl/Cindy will have co-signing authorities to sign cheques on behalf of the Local. Basically two signatures are mandatory for issuing a cheque. Any two of the above mentioned four members have the authority to co-sign GSU cheques in case any of them is away.

18. New Business Items

- 2010 PSAC Representation Symposium

2010 PSAC Representation Symposium will take place on Apr 27-29, 2010. ten members across country will attend it. The registration deadline is Mar 26th, 2010. Bill has registered it and plan to attend. In case Bill cannot attend for other reasons, there is a need for replacement.

- **GSU Bursaries for Students entering Post secondary education**

GSU now has three bursaries available each year, worth \$1000 each to be awarded to dependents of GSU members attending post secondary educational institutions. The application deadline is May 29th, 2010. Copies of the application packages can be found on GSU website: www.paac.com/gsu-ssg/

Action item: Cindy will post it on GSU Bulletin Board on the 19th floor as well as GSU local 20008 website. If anyone wants a copy, they can contact Cindy.

- **Pension Campaign On Feb 17, 2010**

The Pension campaign took place on Wednesday Feb 17, 2010 at Library Square> None of 7 executive members had chance to attend it. Bill will check with Michelle whether she attended it.

- **2010 PSAC National Access Conference**

The PSAC National Access Conference will take place on June 4 – 6, 2010 in Ottawa. The application deadline is Thursday, March 4th, 2010 4:00pm. The main objective is to empower persons with disabilities to take action and move disability rights forward. For more details, please read the recent post as Cindy has posted the detailed information on the 19th floor GSU bulletin board.

- **Union Corner**

Union corner has been approved by HR and Alain at RDG. GSU news and information will be posted on PWGSC new Pacific website.

- **Area Council Meeting**

Bill, Cindy, and Fe attended Area Council Meeting Vancouver on Feb 23, 2010 at 5:30pm. Bill introduced Cindy and Fe to the area council team. We are kept posted for the future events and social activities.

- **2010 PSAC National Pride Conference**

The **2010 PSAC National Pride Conference** will be held March 26 to 28, 2010 at the Toronto Hilton Hotel, Toronto, Ontario under the theme” **Equality : are we there yet?** The application deadline ended on Monday January 15th, 2010. No member attended this conference as no application was received by the deadline. We hope we can do it during the next fiscal year.

- **Social Committee proposal**

The Social Committee came alive last year. The Local set aside a budget of \$2000 this year to contribute to many social activities. We plan to offer a certain amount of money to each event to show our support, but not in advance.

- **Haiti Support**

Support for medicines and food and water are needed after the recent earthquake in Haiti. The Federal Government announced it would match public dollar donations up to \$50M. Bill

suggested that Exec members contribute their honorariums to show their support for this worthy cause. Bill is checking to see if GSU HQ is contributing and how the social justice funds are being sent. It is up to individual's contributions.

- **Updating the National GSU website**

Updating national GSU Local 20008 website is ongoing. Bill and Cindy are working on it.

- **Joint Learning Program Training**

Union-Management Consultation Workshop took place on Jan 25/26, 2010 at 800 Burrard in room 1902 from -8:00 – 16:00 hours. The workshop was very successful as 18 participants attended it and shared ideas. Most members are from regional member committee. Members learned a lot from participating union activities.

- **BRUSH Committee Meeting**

The next BC Regional Union Safety and Health (BRUSH) Committee meeting will take place on Mar 31, 2010. Linda and Bill attended the last meeting on Jan 6, 2010 and met committee members from other government departments and agencies. A number of issues were covered in the meeting. One outstanding issue was the economic issue in economic assessment and quality service under the current economic conditions; furthermore, the policy committee will decide whether to have a national standing offer next Monday. In addition, it covered other issues, including Bullying and Harassment in the work place, Health & Safety (i.e., set up health and safety network among government departments, conduct a membership survey chaired by BRUSH committee etc), light houses, mental health, global warming, environmental disaster, training for H & S officers, upcoming union school trainings in the fall.

- **PWGSC Parking Policy Changes:**

No further updates

19. Round Table

Rob: **Action item-** As Rob is retiring in June 2010, there is a need in planning to pass all his current duties to other executive members as soon as possible. Last meeting Rob indicated there is a need to promote GSU union, introduce our executives to new GSU members.

Cheryl: last meeting Cheryl identified there is an individual has not been paying union dues under collective agreement. Bill is checking with her.

Cindy: last meeting Cindy suggested have more innovative ways to attract new or young union members, including introducing union knowledge/functions to new staff in a variety of ways, i.e., more advertising on available information on the current GSU local 2008 website, new employee orientation, information sessions, lunch & learn, etc. Bill is delivering speech on new employee orientation. Also, Bill suggests to better inform our members via group meetings, picnics, and other activities.

Cindy: reported the change in website system.

2010/03/01- 3/12	search suppliers of adobe Dreamweaver CS4, compare prices of over 9 suppliers, find the lowest price from BCIT which offers student version of software, called BCIT, called friends for more info, but b/c lack of current BCIT student card, finally choose the best affordable product with this company, discuss with Bill/Cheryl and reached agreement.
March 15, 2010	Call supplier for product details, shipping cost (from USA), confirm final price (in CAD), ask Bill for approval. Ordered online, confirm arriving time.
March 23, 2010	Dreamweaver installation on GSU laptop
March 23, 2010	contact host server Ron, email correspondence, request for host server address/user name/request new password as per Cheryl & Bill's advice, confirm server info to allow access to server in Dreamweaver
March 23, 2010	Backup 20008web files and related Winscp setup documents to CD, bring it to office next day.
March 24, 2010	confirm with Ron, whether the new password has been set, then set up connection in Dreamweaver (tested for 1 hr but not working in building b/c firewall, move to library square to continue) reorganize image folder, set up image root folder in Dreamweaver

Josko: questioned about the current hiring practice: why some positions are posted on intranet staffing logs while others are not? For instance, the recent appointment position of Construction Safety Coordinator (EG-6) was not posted on intranet. The issue is that staff is not fully aware of the opportunities for positions that did not go online. **Action item:** Bill advises Josko to conduct further investigation on this staffing issue, talk to Lena Matthews as she is currently responsible for staffing, and raise the issue to UMC if needed. Fe further asked whether assignments are required to post on intranet by HR. she will have further discussion with Bill.

20. Next Meeting Date and Adjournment

Meeting adjourned at 2:10pm. Next meeting is scheduled on [Apr 15, 2010](#) (Room #1224) at [11:00am – 12:00pm](#).