



GSU Local 20008 Executive Meeting #5: April 15, 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	Linda Harding (regrets)
Cheryl Fulton	Josko Dujmovic (regrets)
Cindy Zhou	
Fe De Castro	
Rob Terris	
Michelle Simard	
Phil Robinson ?	

1. Call to Order

Meeting was called at **Room 1224 at 11:20am.**

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. Bill has discussed with Laura about what we need to update on GSU national website. Laura will contact Cindy to discuss our requirements for postings.

7. Administrative

Action item: Bill will find out info about FS&A for retired employees.

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 has reported financial details to executive members during the meeting. **Action item:** Cheryl to prepare financial fund for the upcoming national conference before the next executive meeting.

9. Issues

National GSU Local 20008 website is outdated (Please refer to item 6).

10. Shop Steward

Michelle will contact relative parties and encourage new employees on pulling out this info. **Action item:** Michelle to update the info, also look for various ways for promotion (i.e., BBQ).

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. Michelle will take the course offered on May 15-16, 2010, **Action item:** Cindy to notify cancellation of course of May 15-16. Since Cindy will be on her annual leave after May 12th, 2010, she has registered the next available Grievance Handling course on Nov 27-28, 2010.

12. Training

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

- Grievance Handling: Cindy and Michelle have registered this course.
- Understanding and Interpreting the Collective Agreement (Oct 2, 2010): Cindy has registered this course
- Facing Management (June 12, 2010): Cindy and Michelle have registered this course.
- Talking Union Basics: Cindy and Michelle completed 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

GSU Local 20008 By-laws (approved on AGM of Oct 2009) will be amended during the next AGM. Bill

has found out the outdated info and provided amendments to ensure the local By-laws reflects what is current.

Action item: Executive members to identify and confirm the changes. Bill will send the final copy of the amended by-laws in WORD to Cindy Zhou for posting on local 20008 GSU website.

Action item: Collective bargaining agreement will be expire in 2011. CA will be amended upon receiving a list of issues submitted by union members no later than Sep 2010.

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 takes over the responsibilities and attends all the meetings in the New Fiscal year. Meanwhile, Health and Safety Committee trainings are recommended for members.

Office temperature issue: 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 has discussed this issue at local committee meeting on Apr 14, 2010. **Action item:** take it to lawyer if the office temperature issue is still not resolved by specified deadline.

Action item: to send a letter to AFMS, Accommodation, and project management regarding elevator/heating/air quality/washroom service issues, and check estimated costs for fixing the problems in each area.

Past Courses: 9 participants took H & S courses on Apr 13th in Vancouver; 15 participants took it on Apr 15th in Victoria.

Upcoming Courses: there are a number of courses available this spring, including orientation session for new employees on Apr 28, 2010, executive course in May or June, workplace for violence, pilot course, and so on. Bill to provide more details.

15. Membership Lists and Updates

- Cindy has reviewed and updated: AGM executive member list; "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.
- 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. **Action item:** executive member who does not have a key to email Bill. Bill will give everyone a GSU USB key upon request.
- Ram members are those get deduction from union dues yet have no voting rights in the union. **Action item:** to encourage those ram members to register and get PSAC ID so that they can also participate in revising CA, Fe will email them and provide union cards to those members for registration.

16. Equity Officer

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

Action item: Michelle to meet Phil

17. Other

- Cindy has one key from Bill and now checks the mailbox on the regular basis, and delivers them to Cheryl. **Action item:** President Bill to issue an authorized request letter and Cheryl to issue a cheque of \$25 for a new mailbox locker and new password, and a backup PO key.

- Specimen signatures for new Executive signing authorities are settled at the bank. Bill/Linda/Cheryl/Cindy 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. Note: Cheques are not available when Cheryl is away as she keeps all GSU cheques.
- Union time spent on learning and sessions can be registered under union business, PSAC and GSU will pay for it.

18. New Business Items

- **2010 PSAC Representation Symposium**

Bill takes 2010 PSAC Representation Symposium in Ottawa on Apr 27-29, 2010. Ten members across country attend it.

- **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 posted it on GSU Bulletin Board on the 19th floor.

Pension Campaign on Feb 17, 2010

Michelle attended the Pension campaign on Wednesday Feb 17, 2010 at Library Square.

- **2010 PSAC National Access Conference**

Linda will attend the PSAC National Access Conference on June 4 – 6, 2010 in Ottawa. 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. **Action item:** Linda to provide report after the conference.

- **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**

No member attended the **2010 PSAC National Pride Conference** on March 26 to 28, 2010 at the Toronto Hilton Hotel, Toronto, Ontario under the theme "Equality: are we there yet?" We hope we can participate 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.

- **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.

A two-day-training course is available this spring with no cost. **Action item:** to encourage member to join it.

- **BRUSH Committee Meeting**

- Linda attended the BC Regional Union Safety and Health (BRUSH) Committee meeting took 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.

Rob suggested to have a union co-chair attend the next BRUSH meeting.

- **PWGSC Parking Policy Changes:**

No further updates

19. Round Table

Rob: **Action item-** As Rob is retiring in July 2010, he is planning to pass all his current duties to other executive members in May. Suggestion: promote GSU union, introduce our executives to new GSU members.

Cindy: Union promotion-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 through distribution of member pamphlets, union postings, GSU local 2008 website, new employee orientation, information sessions, lunch & learn, etc. Bill is delivering speech on new employee orientation in April

2010. Also, Bill suggests to better inform our members via group meetings, picnics, and other activities. **Action item-** Bill to prepare a draft event schedule, then Cindy to post on the 19th floor and GSU website.

Cindy: reported the change in website system. GSU host server is operating normally. Cindy has prepared and posted GSU executive meeting minutes of Jan and Feb 2010 upon Bill's reviews and approvals. **Action item-** Cindy to revise and post GSU executive meeting minutes of 2010-03-25 on GSU website upon today's agreement; prepare a draft of GSU executive meeting minutes of 2010-04-15, and send to Bill for review and approval.

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. Bill advises Josko to conduct further investigation on this staffing issue, talks 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. **Action item:** Josko to follow up with Gina Lum.

20. Next Meeting Date and Adjournment

Meeting adjourned at 12:30pm. Next meeting is scheduled on [May 12, 2010](#) (Room #1224) at [11:00am – 12:00pm](#).