

BCGEU Labour Management Relations Committee
Minutes
Wednesday, February 18, 2009
Surrey Campus

Present:	Monica Wyllie Jeff Brown Shawn Cahill Andrea Davis Tom Radesh (<i>Observer</i>)	Regrets:	Kathy Finn
	Linda Heska (CHAIR) Jody Gordon Ann Moniz Jas Parmar Recorder: Laura Legg		Gordon Lee

1. Welcome

2. Additions to Agenda

2.1 Article 30.10 - Notification to Employee and Union

2.2 Article 16.9 – Hours of Work – Work Schedules

3. Minutes of Previous Meeting

The minutes of the January 21, 2008 meeting were adopted as read and will be posted on the HR webpage.

4. Business Arising

4.1 Union Space

The Union informed the employer that the space that has been identified for the Union office is inadequate.

Action: The Union to advise Gordon Lee of their concerns.

5. Review Action Items

5.1 Seniority List (Article 14.2)

Employer has requested the necessary changes to Banner report for the Union's use. This item is complete.

5.2 BCGEU Chair Release Time (Art. 3.11)

This issue is pending.

5.3 Move from Newton Campus to Langley Campus

The employer provided a copy of the template letter to the Union Chair. This item is complete.

5.4 LOU #11 (Labour Market Adjustment)

The Union advised that the name of the spokesperson for the group has been forwarded to the Employer.

Action: Union and employer representatives to meet with the members to present an overview of the LMA process. Employer to arrange a mutually agreeable meeting date.

5.5 JJEC Process

The parties reviewed a draft communication to the Joint Job Evaluation Committee (JJEC). The memo was approved, with minor revisions.

Action: Employer to send memo on behalf of the LMR Committee.

5.6 BCGEU membership meeting dates

The Union advised that the spring membership meeting has been confirmed for April 7, 2009. The fall membership date is to be determined.

5.7 2009 LMRC Meeting Schedule

The parties agreed that future meetings will be held on the third Wednesday of each month, except no meetings for March, July and August.

5.8 LOU #9

The parties continued to discuss the mandate of the sub-committee. It was further agreed that the sub-committee will make every effort to meet before April 15th.

Action: The Union to provide the employer with the members concerns by March 16th. The Employer to provide the names of the employer representatives to the sub-committee by the end of March. A meeting of the sub-committee to be scheduled before April 15th if possible.

5.9 Train the Trainer

A meeting has been scheduled for March 2nd to commence work on the development of the training program of the new performance assessment form, procedures and process. This item is complete.

5.10 PD Fund

The Union advised the committee that this matter has been brought up with President Atkinson.

5.11 Student Job Descriptions

The Employer advised that a draft student job description template has been created.

Action: The Employer to forward a copy of the template to the Union Chair within two weeks.

5.12 Municipal Pension Plan

The Union reported that they had followed up with Human Resources and had received a template of the letter that would be sent to support staff employees affected by this issue. This item is complete.

6. New Business

6.1 Sick Leave Report

The Union expressed their concern with the information requested on the sick leave report form.

Action: Union will draft template of new Sick Leave form and forward to the employer by March 14th. The Employer will review the template in tandem with the language in the Collective Agreement and bring comments back to the LMRC for discussion.

6.2 October 2008 LMRC minutes

Employer requested that the October 2008 minutes be adopted.

Action: Employer to post minutes on the Human Resources website.

6.3 Article 30.10 (Promotions & Staff Changes; Notification to Employee and Union)

The Union expressed concern that they have not received this information in 2009. The Employer advised that this information is captured in Banner.

Action: Employer to provide instructions to Union on how to access/retrieve information.

6.4 Article 16.9 (Hours of Work – Work Schedules)

The Union sought an understanding of the specifics of a hours of work change situation in one of the service areas. The employer responded. The parties agreed that no follow up is required.

7. Other:

7.1 Modified Flex Shift Schedules

The Union requested that effective immediately modified and flexible work schedule forms be forwarded to the Union Chairperson for signature.

7.2 LMRC meeting process

The parties discussed confidentiality concerns with respect to discussions that occur at the LMRC meetings. The parties agreed that further discussion is needed.

Action: Item to be brought forward to next meeting.

Meeting adjourned at 3:30 p.m.

The next meeting is scheduled for Wednesday, April 15, 2009, Surrey Campus.