

**MINUTES**

Wednesday, November 18, 2009  
Surrey Campus

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Present:

Shawn Cahill (CHAIR)	Linda Heska
Monica Wyllie	Jody Gordon
Jeff Brown	Jas Parmar
Sharon Bronson	Gordon Lee
	Ann Moniz

Selene Chan (Recorder)

Regrets: Kathy Finn, Jim Murray

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**1. Welcome**

The Union introduced Sharon Bronson who is the new BCGEU staff representative.

**2. Additions to Agenda**

1. Union Observing
2. Evening Parking

**3. Minutes of Previous Meeting**

The minutes of the May 27, 2009 meeting were reviewed. Changes were identified and will be posted on the Human Resource Services website.

**4. Review Action Items**

**4.1 Appendix B**

The Employer reported that the information is accurate. This item is complete.

**4.2 PDSS Technical Courses**

The Employer took the Union's concerns to the VP, Human Resources Services. This item is complete.

**4.3 Labour Market Adjustment (LOU#11)**

The Employer suggested that they provide information on the research that was conducted to the Union and the Union will relay it to its members.

*Action: The Union will get back to the Employer at the next meeting.*

**4.4 Update on New Assessment Training/Roll-Out**

The Employer reported that a training document will be available by mid-December.

**4.5 Article 30.10 (Notification to Employer and Union)**

The Employer continues to collect information on this item.

**4.6 Sick Leave Report**

The Union questioned the usage consistency of the form.

*Action: The Employer will followup with the client group.*

**4.7 Lay-off Procedures**

A Lay Off Procedures meeting was held previously to provide clarity on the Lay Off process. The Union and Employer are unsure of what questions are outstanding or if there is a need for another meeting. If the Union has specific questions in relation to lay off procedures then they can be addressed.

**4.8 LOU #9 (Salary Grid Structure Review)**

The sub-committee has written a report.

*Action: The parties will review the report and bring comments back at the next meeting.*

**5. New Business**

**5.1 JJE Process**

Discussion took place on when a job description is considered finalized.

*Action: Both parties to ask the representatives of the JJEC for clarification on defining the final approval for job descriptions.*

**5.2 Joint LMRC Training**

The Union inquired if Management is interested in attending a one-day course on conflict resolution put on by the Union.

*Action: The Union is to provide the Employer with details of the course closer to the date.*

**5.3 Group Policy for Benefits**

The Union followed up on information that was requested to be available on the Human Resources Services website. The Employer clarified to the Union that the information is currently available on the website.

**5.4 PD Report**

The Union informed the Employer of the current status of the funds available for professional development.

*Action: The Union will keep the Employer informed of the available balance for professional development.*

## **5.5 New Bargaining Committee**

The Union is requesting its current members and the new members attend the Committee meetings until bargaining commences.

*Action: The Employer will get back to the Union.*

## **5.6 Dates for Future Meetings**

Dates for future meetings were discussed and are as follows:

- Monday, December 14, 2009 Lunch only
- Wednesday, January 27, 2010
- Wednesday, February 17, 2010
- Wednesday, March 24, 2010
- Wednesday, April 21, 2010
- Wednesday, May 19, 2010
- Wednesday, June 23, 2010

All meetings are to take place from 1:00-3:00p.m., with the exception of the December 14, 2009 meeting.

*Action: The Employer will coordinate the details of setting up the meetings. The Employer will also gather requests from the committee members on where they would like to have lunch in December.*

## **6. Additions to the Agenda**

### **6.1 Evening Parking**

The Union requested confirmation that employees can park in reserved areas on all campuses, not just the Surrey Campus, when working late at night.

*Action: The Employer will get back to the Union at the next meeting.*

### **6.2 Union Observing**

The Union expressed frustration in coordinating in-house union observing and would like to stop this practice. The Employer requested that both parties engage in further discussion before any changes be made.

*Action: Both parties will meet for further discussion. The Employer will inform the Union on who will represent the Employer in this meeting. The Union agreed to carry-on without prejudice.*

**Meeting adjourned at 3:15 p.m.**

**There will only be a lunch scheduled for Monday, December 14, 2009.**

**Next Meeting is scheduled for Wednesday, January 27, 2010 at Surrey Campus.**