

JLMC Meeting Agenda

Committee: Joint Labour Management Committee (JLMC)
Meeting Date: Jan 17, 2023 **Time:** 11am-12pm
Chair: Ashley Namur **Recorder:**
Location: MS Teams **Pages:** 4

Committee Members List:

(**P** = present; **T** = present via teleconference; **A** = absent)

Standing Employer Members:

☐ **T** Ashley Namur, Executive Director, Human Resources (Employer Chair)
☐ **T** Sarah Perry, HR Manager, Human Resources

Standing BCGEU Members:

☐ **T** Shirley Kay, BCGEU Staff Representative
☐ **T** Geoffrey Jefferson, Shop Steward
☐ **T** David Ward, Shop Steward
☐ **A** Jen Spark, Union Member

Employer Alternate:

☐ n/a

Union Alternate:

☐ n/a

Guest:

☐ n/a

Meeting Mission: Refer to [Article 28 of the Collective Agreement](#)

Agenda:

No.	Topic	Responsible
1.	Agenda Review	Chair
2.	Standing Agenda Item - OHS Update (Article 22)	Joint
3.	Standing Agenda Item – Staffing Update <i>External and internal Postings including restricted postings, TA Postings and EOI's</i>	Employer
4.	Standing Agenda Item – Contractor Update	Employer
5.	Standing Agenda Item – Training & Development	Employer
6.	Employer JLMC Members	Employer
7.	HIBC Update	Employer
8.	Collective Agreement Update	Joint
9.	Action Item Review	Employer
10.	Future Meeting Schedule	Joint
11.	Future Agenda Items	Joint
12.		

Topic 1. Agenda Review**Chair****Topic 2. Standing Agenda Item - OHS Update (Article 22)****Joint**

Purpose: General update on OHS activities, incidents and concerns.

Expectation: Review and discuss.

Discussion: Not hit threshold for need first aid attendant on site

Threshold is 20 people in office

No incidents since before Covid.

Topic 3. Standing Agenda Item – Staffing Update**Employer**

Purpose: General update on staffing activities

Expectation: Review and discuss

Discussion: Positions not backfilled from revenue role off, Union will review and let employer know if anything is missing

Topic 4. Standing Agenda Item - Contractor Updates**Employer**

Purpose: Joint review of Contractor report

Expectation: Review and discuss

Discussion: Grayg Mitrou is no longer a contractor, we did not renew his contract as a result of knowledge transfer to Greg Trombley. Additional DXC resources available to “fill in the gaps.”

Do not have confirmed funding for HIBC project work yet.

Union would like OpenVMS and Anna Murray’s roles posted externally again, employer will review

Show Sharon Tregear’s past contract assignment on next contractor report.

Remove Melinda Ison’s DXC row.

Topic 5. Standing Agenda Item - Training and Development		Employer
Purpose:	Review Article 34 provisions and requests within the Article	
Expectation:	Review and discuss.	
Discussion:	May need to have leaders update start dates for courses sitting as pending for too long.	

Topic 6. Employer JLMC Members		Employer
Purpose:	Confirm Employer members as a result of recent changes	
Expectation:	Review and discuss	
Discussion:	<p>Ashley has some great candidates for employer reps, just needs to confirm candidates have capacity to take on JLMC responsibilities.</p> <p>Look at potentially bringing in guests when needed to avoid the committee becoming too large.</p>	

Topic 7. HIBC Update		Employer
Purpose:	Employer to provide update on staffing and related timelines	
Expectation:	Review and discuss	
Discussion:	<p>Restricted HIBC posting process for Maximus closed January 5, 2023.</p> <p>Gap analysis will be conducted after restricted process is finalized and external postings will be posted based on results of analysis.</p> <p>HIBC employees will be a highly remote workforce, with the exception of roles that have an on-site requirement.</p>	

Topic 8. Collective Agreement Update		Employer
Purpose:	Review where the updated CBA is	
Expectation:	Review and discuss	
Discussion:	<p>Last draft of new CBA is with collective agreements at the BCGEU.</p> <p>Wage increases and retro payments are done</p> <p>OT adjustments from April – October 2022 have been completed and paid out. Remainder of 2022 OT needs to be reviewed and Eetime rounding rules for OT in Eetime need to be updated by payroll.</p>	

Sick time reports and adjustments for 2022 will need to be done manually and is an HR priority.

Employer will Post ratification document and new salary schedules for AS employees.

Action Items

Open Action Items

Create Date	Action Item	Assigned	Target Date

Closed Action Items

Create Date	Action Item	Assigned	Complete

Issues/Decision Log

Open Date	Issue Description	Assigned	Target Date

Future Meeting Schedule

Date	Time	Location	Facilitator/Scribe
			Union and Employer to Alternate

Future Agenda Item(s)

Agenda Item	Planned Date(s)	Priority	Responsible