

# CLBC Labour/Management Committee Meeting

April 30, 2020

Skype Meeting

## Minutes

### Union: Minutes

Linda Atamanik  
Blair Davies  
Pamela Fletcher  
Nancy Bell  
Guest: Mike Eso

### Employer: Chair

Karen Mackay  
Angel Khanna  
Isamelle Dy  
Jennifer Terwoord

<b>Standing Items</b>	<b>Discussion</b>	<b>Action</b>
<b>1.</b>	Review Terms of Reference	Union to discuss membership once Staff Rep is available Ground rules review
<b>2.</b>	Agenda Review	Reviewed
<b>3.</b>	Review of Previous Minutes	Reviewed
<b>4.</b>	Education Leaves (20.8) [S]	One request from 2019; approved
<b>5.</b>	Professional Development Leave (35.2) [S]	Union and Employer notified appropriate parties of article To be added to Professional Development Plan Committee to investigate reporting options Tabled
<b>6.</b>	Exclusions [S]	Exclusions requests reviewed
<b>7.</b>	Eligibility Lists [S]	Two eligibility lists established
<b>8.</b>	Appx. 5 Workload Complaints [S]	Nothing to report
<b>Old Business</b>		
201903-07	12.9 Positions Temporarily Vacant (note: previously 12.12)	Employer looking into system-driven generation of FTE allocation & org chart DRO's & Managers encouraged to share FTE information and FTE allocation reasons with employees; Employer to review with DRO's Carried forward for further discussion FTE Transparency [S] – new standing item
201903-08	Introductory materials for new hires	New Intranet forthcoming to host these items Enhanced onboarding underway Targeting May 2020 for virtual OCP in response to pandemic
201903-09	Roles Review (PSA, QAPC, ISM, TL)	Team Lead analysis completed – not continuing as-is More support identified as needed for employees; created Associate ISM role to provide supports PSA to be resource for Facilitators, practice inconsistent and noticing improvements
201903-10	Individual Development / Learning Plans	Employer presented Employee Development & Performance Program to LMC in July 2019, rollout underway but impacted by pandemic
201903-11	Joint Training (MOU 27)	Subcommittee to be established to expedite, availability permitting; Union representative identified, Employer to identify employer representative & send document to subcommittee members Tabled

201903-12	Vacancy on LMC/JOSH	Union to discuss & inform Employer when finalized
201903-13	Respectful Workplace Policy [S]	No issues reported, some preliminary issues discussed and resolved
201903-14	Article 5 – New Employees	Converted to a standing item due to new language from Bargaining 2020 Article 5(a)

#### ***New Business***

<b>9.</b>	Article 5 – New Employees [S]	Employer to provide list retroactive to ratification
<b>10.</b>	Auxiliary & Regular Seniority Lists	Employer will look into posting of both seniority lists
<b>11.</b>	IT Letter of Agreement (#2)	Subcommittee to be established
<b>12.</b>	Subcommittees	Tabled
<b>13.</b>	CLBC-BCGEU Scholarship	Tabled
<b>14.</b>	Working from Home	Tabled
<b>15.</b>	Transfers without Posting	Tabled
<b>16.</b>	Freedom of Information	Tabled
<b>17.</b>	Workload	Tabled
<b>18.</b>	Conversion	Tabled to posting of next Auxiliary seniority list
<b>19.</b>	Return to Work Planning	Awaiting direction from Health Authority Considering a phased approach; assessing needs based on personal requirements such as childcare, health concerns Employer would like to present the plan to the Union for feedback once complete To be clear, this will be done with purposeful intent and careful consideration

#### ***Closing Items***

<b>20.</b>	Minutes Approval	Approved
<b>21.</b>	Next Meeting Date / Location	June 25, 2020
<b>22.</b>	Chair of next meeting	Union
<b>23.</b>	Minutes of next meeting	Employer