

Local 349 General Membership Meeting
Full-time support staff (including Appendix D and G)
February 13, 2017
Barrie Campus

1. CALL TO ORDER

Call to order was made by Craig MacKenzie, President. Quorum was in order.

2. STATEMENT OF RESPECT

The Statement of Respect was read by Craig MacKenzie.

3. ADOPTION OF AGENDA

A motion was made to amend the agenda to add a discussion around the news of an impending reorganization announcement. The motion was passed. (1. Christine Redfern 2. Mary Jagert).

A motion was made to accept the agenda as amended. Motion passed. (1. Amanda Duncan 2. Patricia Stupka).

4. ADOPTION OF Dec. 2016 MINUTES

A motion was made to adopt the past minutes. Motion passed. (1. Doug Crawford 2. Jenifer Neilson).

5. NEW BUSINESS:

a. Approval of 2017 budget

Local 349 Support Staff – Operating Budget 2017

Operating Revenue	2017
Regular rebates from OPSEU	\$28,000
Association fees (\$1,500) rebate – 90% from OPSEU	1,350
Reimbursement for travel/training expenses paid to Executive and LEC members from OPSEU (local paid upfront, OPSEU pay back)	<u>18,000</u>
Net Operating Revenue	\$47,350

Member activities	2017
GMM / LEC meetings	\$1,500
Local 349 socials	1,500
Communication expense	3,000
Association fees / membership renewals	1,500
OPSEU website	250
Educational training / convention activities	14,500
Community relations / sponsorships / donations	3,490
Emergency fund	3,000
Retiree memberships	100
Total membership activities	\$28,840

Departmental costs	2017
Office supplies	1,300
Bank charges	200

Union purchased time (25%)	3,000
Local's cost for union hours for Executive members)	14,000
Total departmental costs	\$18,500
Total expenses	\$47,340
Net operating surplus	\$ 10

A motion was made to accept the budget as presented. Motion passed. (1. Andrea Murray 2. Kristen Borland).

b. Election of delegates to CAAT Region 3 meeting – March 18

The following people were nominated to attend the Region 3 divisional meeting and election:

Delegates – Craig MacKenzie, Cathy Torella, Linda Taylor-Eddington

Alternate – Elaine Murray

A motion was made to accept the nominated delegates and alternate. Motion passed. (1. Andrea Murray 2. Patricia Stupka).

6. REPORTS OF OFFICERS

a. President's Report

Craig reported that support staff numbers have gone up from 370 in 2014 to a little over 400 in 2016.

7. REORGANIZATION ANNOUNCEMENT

Some staff in Barrie mentioned they were told a college reorganization announcement would be made soon and it was suggested it would be helpful for staff to understand the process of what happens if member's position is made redundant.

Craig explained there is very clear language in the Collective Agreement to protect the rights of full-time members as well as clear language detailing the process. And, the local's mandate in these instances is to ensure that any full-time support staff impacted by a redundancy are treated compassionately and presented with a plan – the goal is always to try and ensure there is a position for someone to go to among other possible options. A position being made redundant doesn't mean a staff member is terminated.

An example of what would take place:

- The college has to give the union written notice of any redundancies within 14 days
- An Employment Stability Committee (ESC) would be formed with HR staff and three union executive members
- There is a very clear process that is followed and seniority rights are respected
- Core competencies within any vacant positions within an impacted payband are considered first before bumping
- The ESC makes recommendations to the college for the person impacted
 - Sometimes the union and HR differ and make separate recommendations
 - In addition, recommendations may vary for different individuals as each position and situation is unique

If, for some reason, your position was made redundant, this is what would likely happen:

- You would be called into a meeting (likely with little notice – usually you would just be asked to come to your manager's office – it wouldn't be a scheduled meeting)

- An HR rep, your manager and a union rep would be present
- You would be told your position is redundant or that another person was being reassigned into your role (depending on the circumstance)
 - Remember, it is never about you personally or your performance – it is about the position being made redundant
- You would also be presented with options – when we meet as an ESC the plan is to always be able to present people with their options, rather than just telling them their position is being made redundant and the college isn't sure what's going to happen
 - Again, options may vary depending on each unique situation
- You would be given five business days to decide which option you want to take; HR and your union would be available to answer any questions you would have at any point during those five days to help make your decision
- In most cases, HR would have an EAP counsellor available for you to speak with if you wanted
- The staff member can also go home after the meeting so they do not have to interact with fellow staff members as they may be feeling emotional
- Everyone is bound by confidentiality during this entire process to protect the rights of all the members impacted; the member has the right to privacy while they're making their decision and in the event of any reassignment involving another staff member, their privacy needs to be respected as well

A motion to hold an information meeting following any restructuring announcement. Motion passed. (1. Christine Redfern 2. Doug Crawford).

8. ADJOURNMENT

A motion was made to adjourn the meeting at 1 p.m. Motion passed. (1. Amanda Duncan 2. Kevin Moriarty).