



## Record of Decisions – Minutes of the Meeting

Local 70008, UHEW-PSAC  
 March 22, 2018  
 Holland Cross, Tower A, Suite 14

<b>Attendance</b> <ul style="list-style-type: none"> <li>• Cory Beauregard, Chair</li> <li>• Annie Noël</li> <li>• Carole Dostie</li> <li>• Diane Girouard, Scribe</li> <li>• Jeremy Dumont</li> </ul>	<b>Regrets</b> <ul style="list-style-type: none"> <li>• Michel Lépine, RVP</li> </ul>
	<b>Ex Officio</b> <ul style="list-style-type: none"> <li>• None</li> </ul>
	<b>Recorded Observers</b> <ul style="list-style-type: none"> <li>• Grace Morgan</li> </ul> <b>Unrecorded Observers</b> <ul style="list-style-type: none"> <li>• None</li> </ul>

**Meeting called to order by Chair at 15:33**

1) **Opening Remarks, Meeting Etiquette**

1. Cory Beauregard reminds everyone of Rules of Order.
2. Observer Grace Morgan has been identified as “Recorded Observer”.

2) **Approval of the Agenda**

- Moved by Cory Beauregard;
- Seconded by Carole Dostie,
- Motion is adopted in unanimity.

3) **Approval of the Record of Decisions (Feb. 15, 2018)**

- Moved by Cory Beauregard;
- Seconded by Carole Dostie,
- Motion is adopted in unanimity.

4) **Meeting Items**

1. *Scheduling of Meetings*

- Annie Noël proposed for future Committee meetings to be held on the 3<sup>rd</sup> Thursday of the month;
- Annie Noël suggested organizing Phoenix events prior to a tentative general meeting, as well as an annual general meeting, in the hopes to generate interest within our Membership.



2. *UHEW Communication Protocol*

- Tabled until next meeting.

3. *Bylaws Revision*

- Cory Beauregard proposed a meeting to review Local 70008 Bylaws. This is to be scheduled in July (no specific date yet). A call-out for intended Resolutions will be sent out to the Membership at a later date.

4. *UHEW Regional Training Session*

- Local 70008 Executive members attending this event are to submit proposed training suggestions.
- A seat for one more delegate was available. Carole Dostie has offered to step back; therefore Jeremy Dumont will attend with delegate status.

5. *Finances Transfer Update*

- All Executive Committee members are to go to RBC on March 27th to setup the signing authority of Local 70008.

6. *Phoenix Rally (Feb 28th)*

- This was a great event. Grace Morgan was interviewed via television and has agreed to have a copy of the interview added to Local 70008's website.

7. *Indigenous Services Canada (ISC) vs HC-PHAC*

- To better serve Local 70008 members, buildings with ISC and HC-PHAC employees will hold two Occupational Health & Safety (OHS) committees.

8. *Local 70008 Swag Update*

- Local 70008 swag inventory is now completed.
- The inventory contains past NHU items, including pens-pencil kits.
  - MOTION – To offer pens-pencils kits to the Local 70008 Executive Committee members, as well as to the Local 70008 shop stewards.
  - Moved by Cory Beauregard;
  - Seconded by Diane Girouard,
  - Motion is adopted in unanimity.

9. *Coffee Meet & Greet*

- The assistance of volunteers and shop stewards will be required to plan for this event.

10. *Ongoing Recruitment Messages*

- Cory Beauregard suggested that the Local 70008 recruitment messages for Broadcast News and Health Television (HTV) continue on a monthly basis.
- HTV ads will need to be revamped.
- Shop Stewards are to be reminded that ALL members are entitled to union representation, this includes RANDES.



*11. Shop Stewards Toolkit*

- Annie Noël presented a proposed shop steward kit.
- All Collective Agreements are to be added to the website.
- All case files will be documented, to look for a trend by issues.

*12. Grievance Timing Limitations*

- Everyone is still to file grievances, even after the allotted 25 business days' limit.

*13. HC Available Resources*

- Health Canada is revising the Workplace Wellness "Available Resources" info sheet.

*14. Update on workplace universal washrooms*

- The designation of universal washrooms at Tunney's Pasture buildings has started.
- This initiative is ongoing.

*15. DM – HFW (Feb 20th)*

- Annie Noël will share the Deputy Minister's message on Harassment-Free Workplace to shop stewards, as it contains great information.

*16. Local 70008 Education Committee*

- A Local 70008 Education Committee will be created. This committee will be working on Local 70008 Scholarship Awards Program, as well as specific education needs for Local 70008.
- This committee will work with both the PSAC-NCR Regional Office and UHEW Component for specific training requirements.
- Cory Beauregard will contact UHEW to relaunch the Local 70008 Scholarship Awards Program and seek budget approval for \$500 and \$1000 scholarship awards.

*17. Local 70008 Events Calendar*

- A suggestion to share upcoming events with Local 70008 members via website or other venues such as personal emails.
- Item to be continued in upcoming agendas.

*18. Contact & Business Cards Update*

- The contact cards are being prepared and will include the coordinates of RVP, UHEW Service Officers, Local 70008 Regional Representative, shop stewards and volunteers.
- Business cards will be created, as the blank cards have been provided.

5) **Case Files**

- In-Camera

**Next Meeting: April 26, 2018 – Jeanne Mance Bldg, Room 1581D**

**Meeting adjourned at 17:35 by Chair.**