



LOCAL • 70712

Union of Health and Environment Workers

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Syndicat des travailleurs de la santé et de l'environnement

**Local 70712 – Executive Committee Meeting
Friday, July 16, 2021
10:00 a.m.**

Local 70712 Executive Team	
A/President – Jeannine Laing	Present
A/Vice-President – Samantha Basha	Present
Secretary-Treasurer – Tammy Boyer	Present

Chair: Jeannine Laing

Guests: Rubin Kooner (RVP) and Luke Periard

- 1. Approval of Agenda:** M/S Jeannine Laing / Tammy Boyer
All in favour, carried

Approval of Past Minutes – 16 June 21: M/S Jeannine Laing / Samantha Basha
All in favour, carried

2. A) President / Vice-President Report

- No update to the Action Plan – outstanding from last meeting: How will we coordinate information with all OHS representatives?
- Return to work: The Tilley Building remains at Phase 0; River Road has moved to Phase 1; IAAC is still in discussions about return to work
- Conventions: UHEW National Convention coming up August 16-20, and the Equity Conference is being held in November 2021
- Bargaining: nothing to add as there has been no movement this summer; will re-convene in the fall. It is virtual right now, but hope to meet in-person soon
- Current grievances were discussed

B) Treasurer Report

- Q2 is complete and spreadsheet up to date
- Cheques have been cut and direct deposit payments provided
- Financial reviewers have not reviewed as of the date of this meeting
- We are now in Q3, with expense claims anticipated due by early September



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C) Chief Steward Report

- Provided a Bargaining update
- Case Log has been updated; there has been a lot of movement with cases ie. reclassification and Phoenix cases are upcoming
- For Phoenix cases, file the grievance right away and it will immediately be moved to Level 3 – to be submitted with a transmittal form. UHEW deals with these, not lower levels

3. August Shut Down

- Local to be shut down for a few weeks in August; email will be sent to members to contact UHEW if they have issues to be dealt with

4. Membership Lists

- Lists need to be worked on
- Jeannine Laing is assisting IAAC members who are having difficulties

5. Email Distribution Lists

- Some naming conventions have been changed – it's not as simple as going from "@canada.ca" to "@ec.gc.ca"
- ECCC staff cannot look up IAAC or NRCan members (or any other emails outside of ECCC – our Global contact list appears to no longer be in place since the email provider change); on the other hand, IAAC also changed formats, but have access to their Global email lists
- RVP will assist with this after convention and break is over
- Suggest to RANDs to use personal email addresses because of these difficulties

6. Local Assets

- Tammy Boyer now has one of the new Local laptops; still retaining the old one, which is old but may be used as a backup if required
- Luke Periard confirmed that he is not in need of any assets to continue his work as Steward
- Samantha Basha to research laptop purchase with value up to \$600 (as shipping a laptop in the Local's possession in Ottawa to St John's is both risky and costly); she would be reimbursed for the expense; this laptop is to remain with the position, not the person

MOTION: Laptop with top value of \$600 to be purchased for the Vice-President or Chief Steward position, with the laptop to remain in that position's possession, and to be returned to the Local once that position is vacated



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M/S: Jeannine Laing / Tammy Boyer

Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha

All in favour – motion carried unanimously

7. MS Teams

- Jeannine Laing, Luke Periard and Justin Cooke have all set up accounts; Tammy Boyer and Samantha Basha to follow

8. August Convention

- Recommended that attendees take Union Leave with Cost Recovery (Local would need to provide a letter to the employer) – but this is not mandatory
- Tammy Boyer took annual leave to attend the convention as Observer
- Per RVP, Delegates will receive a package containing Resolutions and swag; Observers are to get swag as well – Jeannine will forward Resolutions to Observers
- Per RVP, we will have a side group chat to discuss all events in real time; it worked well with the convention held in April

9. September Meeting

- To discuss charitable contributions to be done at the end of Q3
- Member appreciation to be discussed

10. Expense Claims

- Executive must meeting to sign off on expense claims – either at the next executive meeting or a separate meeting (same meeting is preferred). Timeframe should be end of August/first week of September

11. Round Table

- No other outstanding issues to discuss

Motion to end meeting: 11:20 am

M/S Jeannine Laing / Samantha Basha – carried

Next meeting: 16 September 2021 @ 10:00am