



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
Thursday, September 16, 2021
12:00 p.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), Mike Lister (Alt RVP) and Luke Periard

1. **Approval of Agenda:** M/S Jeannine Laing / Samantha Basha
All in favour, carried

2. **Approval of Past Minutes – 17 July 21:** M/S Jeannine Laing / Samantha Basha
All in favour, carried

3. **A) President / Vice-President Report**
 - No update to the Action Plan; not much going on right now.
 - Return to work: The Tilley Building remains at Phase 0 with only Operational staff on site; River Road and Carleton University are increasing staff on site; IAAC is in discussions about return to work in 2022
 - UHEW National Convention elections held August 16-20: National President and Vice-President re-elected, as were Rubin Kooner (RVP) and Mike Lister (Alt RVP); Mike Lister selected as delegate for PSAC Convention in Spring 2022 in Winnipeg
 - UHEW National Convention resolution: Our office equipment resolution passed; a report must be written to summarize our attendance at the convention, as per our bylaws.
 - Bargaining: There has been no movement this summer; PA Group is returning to the table Sept 20 (no update on other tables); it is accidental that the return is on election day, as the date was set before the election was called – as we are in caretaker mode, likely nothing will be resolved this round. It is virtual right now, but hope to meet in-person soon
 - Rubin Kooner (RVP) will be attending the Women’s Conference in late September 2021; this had been postponed due to the pandemic
 - Tammy Boyer to attend Grievance Handling course December 9-11; Jeannine Laing would like to attend Administrating a Local, which is to be held Sept 27 in the evening



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MOTION: Tammy Boyer to attend Grievance Handling course, per our bylaws which state that all Local Executives must take this course

M/S: Jeannine Laing / Samantha Basha

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

All in favour – motion carried unanimously

MOTION: Jeannine Laing to attend Administrating a Local evening course

M/S: Jeannine Laing / Samantha Basha

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

All in favour – motion carried unanimously

B) Treasurer Report

- Q3 is almost complete and spreadsheet up to date
- All expense claims have been received pertaining to Q3, and cheques will soon be cut and direct deposit payments provided (payments already provided to Pierre Vallieres re: translations and Tammy Boyer and Luke Periard re: convention attendance)
- As there are still a few weeks remaining in Q3, financial reviewers have not yet reviewed Q3
- At the next meeting, Treasurer to provide what is remaining in the 2021 budget

C) Chief Steward Report

- There are multiple Case Logs on the Google Drive – they will be merged into one document
- Case Log not up to date as many emails and conversations have been held but not yet recorded
- Member cases discussed; in the Executive Meetings, it should just be an overview, but discussed more fully in the Stewards Meetings

4. Executive Leave

- Reminder to Local Executive not to try to juggle workload if on leave; let the Executive know of your absence so that it can be addressed. Google calendar might be a good tool to record absences

5. Local Assets

- Unsure when the \$1,500 equipment subsidy will be put into effect
- Samantha Basha is waiting to purchase a new Executive laptop (previously motioned)
- Projector is needed for future in-person AGMs (previously motioned)



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6. MS Teams Follow Up

- All Executives and Stewards should have Teams set up on personal or Local-owned laptops
- Tammy Boyer has set up Teams, but unsure if the setup was done correctly
- Samantha Basha has not yet set up Teams

7. PSAC Convention Observer

- Luke Periard would be interested in attending the upcoming PSAC Convention in Winnipeg as an Observer
- Mike Lister suggested that sending as many people as possible (both Delegates and Observers) to the next UHEW Convention would be much more beneficial than one Observer at the PSAC Convention (Observers have no voice)
- Motion to send Luke Periard to the PSAC Convention deferred until a cost breakdown analysis is done of all upcoming conventions

MOTION: Tammy Boyer to prepare a cost breakdown for upcoming conventions

M/S: Jeannine Laing / Samantha Basha

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

All in favour – motion carried unanimously

8. Charitable Donations

- Looking at recommendations; to be discussed further at the next Executive Meeting

9. Member Appreciation

- This is difficult to do due to our current differing work situations; to be discussed further

10. Finances

- Motions to approve expense claims for Q3:

MOTION: Pay Luke Periard's expense claim for Q3 cell/internet expenses (\$165)

M/S: Jeannine Laing / Tammy Boyer

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

All in favour – motion carried unanimously



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MOTION: Pay Jeannine Laing's Local expenses expense claim for web hosting (\$339)

M/S: Jeannine Laing / Samantha Basha
Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha
All in favour – motion carried unanimously

MOTION: Pay Pierre Vallieres' expense claim for translation expenses (\$673.20)

M/S: Jeannine Laing / Samantha Basha
Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha
All in favour – motion carried unanimously

MOTION: Pay Tammy Boyer's expense claim for Q3 cell/internet expenses (\$165)

M/S: Jeannine Laing / Samantha Basha
Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha
All in favour – motion carried unanimously

MOTION: Pay Tammy Boyer's expense claim for convention attendance (\$1,191.70)

M/S: Jeannine Laing / Samantha Basha
Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha
All in favour – motion carried unanimously

MOTION: Pay Jeannine Laing's expense claim for Q3 cell/internet expenses (\$165)

M/S: Jeannine Laing / Samantha Basha
Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha
All in favour – motion carried unanimously

MOTION: Pay Samantha Basha's expense claim for Q3 cell/internet expenses (\$165)

M/S: Jeannine Laing / Tammy Boyer
Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha
All in favour – motion carried unanimously

MOTION: Pay John Coltes's expense claim for Q2 financial review (\$25)

M/S: Jeannine Laing / Samantha Basha
Aye – Jeannine Laing; aye – Tammy Boyer; aye – Samantha Basha
All in favour – motion carried unanimously



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11. Chief Steward Position

- How do we deal with this position now that Samantha Basha has taken on the role of Vice-President? It is difficult for her to serve both roles
- After discussions, Local Executive will ask Luke Periard if he would step in as Acting Chief Steward for October 2021

12. Membership Lists

- RVP provides IAAC, NRCan and ECCC lists; must continue to amalgamate these lists into our Membership Lists

13. Investigation Discussion

- Alternate RVP Mike Lister has been updated on the file to date, and he will now assist as liaison between our Local and Council
- A PSAC investigation team has now been set up (third party members to ensure there is no conflict of interest); they are supposed to reach out to us in September 2021, but we have not yet been contacted as of the date of this meeting

14. Round Table

- No other outstanding issues to discuss

Motion to end meeting: 2:20 pm

M/S Jeannine Laing / Samantha Basha – carried

Next meeting: 2 November 2021 @ 10:00am