

# MINUTES / COMPTE RENDU

SP

Executive Meeting / Rencontre de l'exécutif SP

September 13, 2019 / 13 septembre 2019

## Presence / Absence --- Présences / Absences

Leslie Nasmith (ATL)	P	Ann Therriault (NCR – RCN)	P
Elizabeth Ptasznik (PRA/NWT – PRA/TNO)	A	Steven J. Colwell (BC/YUK – CB/YUK)	A
Enzo Barresi (ONT)	P	Sushil S. Dixit (NCR – RCN)	P
Blaine Lowry (PRA/NWT – PRA/TNO)	P	Suzelle Brosseau (PIPSC – IPFPC)	P
Marcel C. Beaudoin (NCR – RCN)	P	Donald Lefebvre (NCR – RCN)	P
Michael A. Forbes (ONT)	P	David Griffin (PIPSC – IPFPC)	A
Bryan Van Wilgenburg (NCR – RCN)	P		

Guest - Kimberly Skanes (BoD) was in attendance from 13:30 to 14:30 to present Professional's Canada.

## OPENING OF THE MEETING

Sushil opened the meeting

Agenda approved (Ann, Leslie)

Minutes approved (Michael, Bryan)

Background was provided on the reason why minutes are no longer as detailed as in previous years.

## ACTION ITEMS REVIEW

### GOOGLE DRIVE

Done. Will be dealt with in Exec training in November

### IT - BUYBACK OF ITEMS

All funds will go back to PIPSC.

### Get info from email that Donald sent

So far, only Thomas' laptop has been bought by the member.

### IT - TRACKING OF LAPTOPS

Donald has started tracking, will be confirmed at November meeting

### GROUP MEMBERSHIPS

Retired members are not counted in SP numbers, only in RMG numbers.

### ACTION - LESLIE - See if the number of SP retired members can be counted

When they calculate attendance for the PIPSC AGM, the number of retired members is calculated. Is it possible that members are being double-counted?

### MISSING MEMBERS

As the Executive has moved towards transparency, for the non-NCR National pool, an election should be held. However, as no-one from Quebec demonstrated an interest in the

Quebec Regional Rep position on the Exec during the election, reach out directly to the Quebec sub-group presidents to see look for interest.

**ACTION - MARCEL - Look at the minutes to see what the discussion was**

**ACTION - ENZO - Reach out to the Quebec sub-group presidents looking for someone interested in being the Quebec Regional Rep.**

### FINANCIAL REPORT

Financial report presented.

### VISIBILITY ITEMS

Donald went through and did the inventory

Will continue with banners to get them sent out to those who did not pick them up.

Will no longer be acting as visibility item coordinator

### ELECTIONS

Discussion was held over videos in candidate biographies. Due to difficulties in policing, fact-checking, translation, etc, the decision was made to not allow videos in the future.

### **SP AGM**

SP AGM will be held in Toronto in the spring.

**ACTION - BRYAN - Send out Doodle for a date in the spring**

**ACTION - ANN/Sushil - Act as point of contact**

**ACTION - ALL - come up with suggestions for names for guest speaker**

### **SUBGROUPS**

The original plan for the NCR (long ago) was to gather the SP members in the NCR in one subgroup, then slowly split them out. Since then, 2 new smaller subgroups have been created: Tunney's Pasture, 50 Victoria. As it currently stands, the geographic size of the NCR, in addition to the number of buildings means that organizing and doing Lunch and Learns is extremely difficult due to the large time requirement.

**ACTION - LESLIE (with Sushil) Bring to next Exec meeting a map of Ottawa with locations of the various buildings that have SP members.**

**ACTION - LESLIE - Send map to Executive members**

**ACTION - BRYAN - Look into the creation of a new subgroup in the buildings around his location**

**ACTION - All (especially NCR Executive members) - Prepare to discuss possible breakdown of NCR Subgroup into smaller subgroups.**

Note, the goal is to not do it all at once. Rather, the goal is to do it slowly, making sure each "new" subgroup has the core of a good executive ready to step into leadership.

**In Camera Discussion of NCR Subgroup was held.**

**ACTION - BRYAN/ENZO - Send out email indicating responsibility of subgroups towards members**

**End of In Camera Discussion**

**The minutes of the In Camera session are attached. Distribution is limited to the SP Group**

Executive only.

## VISIBILITY ITEMS

Donald summarized the remaining inventory of the SP Group visibility items.

Banners - About 16 left to be sent out. Some name changes will need to be considered.

**ACTION - DONALD - Will re-send an email to subgroups that do not have their banners yet. Will contact the Quebec/Atlantic members directly to get addresses**

## FINANCIAL REPORT

Donald summarized the financial report

**ACTION - ENZO - Send info to Donald concerning costs the SP Group is responsible for concerning the Eastern Zonal meeting**

Donald requested the Exec send him information on Exec travel (TANS, purposes, etc.) to facilitate tracking

**MOTION (Donald, Sushil) - The Treasurer be given ongoing permission to spend up to \$350 per subgroup to create or replace banners as new subgroups are formed or as subgroups change names.**

**MOTION CARRIED**

Donald summarized the matrix concerning financial categories

Donald discussed the difference between the PIPSC financial year (July-June) and the SP Group financial year (Jan-Dec). Need to take that into account when we plan our meetings.

## MISSING EXEC MEMBERS

Already discussed

## BARGAINING REPORT

Bryan summarized state of bargaining.

The focus for the SP Group now is to complete the work on essential services. It was noted the RCMP missed the deadline for submission of their list.

The implementation timeline was summarized.

The difficulties in the interpretation and implementation of the timeline for parental leave was explained. There is an additional complication in that it is not TBS that is responsible for the implementation, but PSPC. Bryan noted the reason the implementation details weren't negotiated is due to the deadline of getting a CA signed prior to the election.

The next step is to plan and hold a bargaining post-mortem. Responsibility for planning that lies with National Leadership at PIPSC.

Posting of the official copy is awaiting translation (by TBS) and final review.

Break for Lunch at 12:25 pm

Restarted at 13:30 pm

**PROFESSIONALS CANADA**

Kimberly Skanes (Board of Directors) presented a summary of Professionals Canada to the SP Executive.

**STANDING ITEMS**Strategic Bargaining Committee

Next meeting October 25th

Will be discussing post mortem, which will be done at the end of November/December

Subgroup Zonal meetings

Enzo noted we should also start looking at the planning of next year's Subgroup President's meeting. The possibility of holding it next to the SP AGM was discussed. Enzo indicated that he would bring the question to the subgroup presidents and allow them to guide the decision.

**ACTION - MARCEL - Put 15 minute discussion on next year's subgroup president's meetings - Standalone or tied to SP AGM.**

**ACTION - ALL - Be prepared to discuss next year's subgroup president's meeting, standalone or tied to SP AGM.**

Membership

Nothing to present.

Delegate Selection

Nothing to present

Stewards

7 steward applications over the summer

4 DFO

2 HC

1 ECCC

**ACTION - Blaine - Contact PIPSC to find out about new Steward process**

**ACTION - MARCEL - Put 15 minutes on next agenda**

**ACTION - SUSHIL - Send contact info for stewards at PIPSC to Blaine**

Communications

Nothing to Report

Executive Travel

Donald - Will take lead (as treasurer) on tracking executive travel as it will be tracked using TAN. Not as the treasurer for requesting TANs, but simply to track the travel for financial bookkeeping.

Parliamentarian

Nothing to report

Donald - Look at timeline in Work Plan for time periods for sending out notice for AGM

**ACTION - MARCEL - Put SP AGM discussion (30 minutes) on AGenda**

**ACTION - ALL - Be prepared to discuss SP AGM**

Advisory Council Meeting

Sushil attended August 9th, 10th.

Topics covered included Professionals Canada (presentation by Eddie) and CLC AGM. 120 delegates from PIPSC will be going.

The AC has also restarted Group Presidents meetings on the request of some Group Presidents. Unsure as to whether this will continue due to time commitment

### Work plan

Nothing to Report

**ACTION - ANN - Prepare report on Work plan for next exec meeting**

**ACTION - ANN - Send section of work plan to Exec for review**

**ACTION - ALL - Provide feedback for work plan**

**ACTION - MARCEL - Put 20 minutes on next Agenda**

### **IT**

Donald summarized 3 year depreciation of IT assets and confirmed it followed the PIPSC cycle.

Plan is, in 2020, to start looking into the replacement of the Exec laptops.

**ACTION - DONALD - Put together replacement plan**

Donald summarized how blank ballots come about and the goal to use clear and unambiguous language for ballots with respect to them being blank, cancelled, spoiled, reissued, etc.

**ACTION - ANN - Review current bylaws and write up an information package on voting similar to that for observers at Exec meetings**

### **PIPSC AGM**

Hospitality

Enzo will be hosting the hospitality suite at the Delta

Motions

**ACTION - MARCEL - Go through the motions that will be on the floor at the PIPSC AGM, and provide a summary.**

**ACTION - MARCEL - Present Professionals Canada one-pager.**

**MOTION (Marcel, Leslie) - Approve Elizabeth to purchase 100 stemless wine glasses (Veranda, engraved), ensuring the logo is the combined SP/PIPSC logo. Donald will forward the appropriate logo to Elizabeth for forwarding to PIPSC for conversion to vector format for use by the wine glass supplier.**

**Carried**

### **EXECUTIVE TRAINING**

Planned for day prior to November Executive meeting

½ day for Google Drive

½ day for other PIPSC staff

**ACTION - MARCEL - Send email to Joanne (at PIPSC) to confirm training is ready**

**STEWARD RECRUITMENT**

Blaine will be point on this. There is a PIPSC 3-year plan in progress that will be presented at the upcoming Steward Councils.

**ACTION - BLAINE - Present 3-year plan to the next SP Executive meeting.**

**ACTION - MARCEL - Provide 30 minutes(??) for discussion at next Exec meeting.**

**SIMULTANEOUS TRANSLATION**

Motion (Marcel, Ann) Have simultaneous translation permanently available for all future official SP meetings, without requiring a member to request it. Only if specifically declined, will there be no translation available.

Carried

**ACTION - MARCEL - Inform Diane that all future SP Group meetings (AGM, Exec meetings, etc.) will require simultaneous translation. Only if specifically declined, will there be no translation available.**

**PAIRING OF EXEC MEMBERS WITH SUBGROUPS**

Yellowknife - Allow the subgroup to die based on last executive meeting.

Gander - Extremely active

**ACTION - ANN - Work on a plan for pairing executive members with subgroups**

**ACTION - MARCEL - Put 15 minutes on next exec meeting**

**ROUND TABLE**

Donald gave information on how the checks for reimbursement of internet will proceed.

Ann gave information on a new travel approval process that is being used at NRCAN.

**END OF MEETING**

Meeting was closed at 17:00