



The Professional Institute of the Public Service of Canada
Atlantic Regional Training Committee Meeting Minutes
ZOOM – January 15, 2021

CHAIRPERSON: Carolyn Hynes

COMMITTEE: Christine LeDrew
Marcel Journeyay
Gerald Hill
Mike Pauley
Kim Skanes

STAFF: Catherine Pinks, Recording Secretary

Carolyn welcomed all to the Training Committee meeting.

1. Agenda

The agenda was approved as presented.

Motion #1 Marcel **moved** and Christine **seconded** that the agenda be approved as presented. **CARRIED**

2. Minutes

The minutes of the December 11, 2020, Training Committee were approved as presented.

Motion #2 Christine **moved** and Kim **seconded** that the minutes of the December 11, 2020, Training Committee be approved as presented. **CARRIED**

3. Action Items

Carolyn reviewed the Action Items from the December 11, 2020, Training Committee meeting:

Action Items

Generated by the Atlantic Regional Training Committee
December 11, 2020 ZOOM

#	Action	Item/Completion Deadline	Completed/Progress	BF
1	Christine and Catherine	Format the RAND Cheat Sheet for review by the Training Committee.	ONGOING	
2	Catherine	Follow up on what “resigned” means in the Steward Update Reports.	DONE	
3	Catherine	Send Christine the data on the region’s virtual events to date.	DONE	
4	Christine	Write an article for the Newsletter on the Atlantic’s virtual events held to date.	DONE	
5	Catherine	Work out details for the Advanced Grievance Skills Session with the ERO’s.	DONE	
6	Catherine	Discuss with Paul a NB case that could be added to the January Case Law and Trends.	DONE	
7	Mike	Put out feelers to the NB Groups for topics they would like to see offered in a virtual format.	DONE	
8	Catherine	Source recommendations for an outside provider to do a session on Thriving in a Virtual Work Environment.	ONGOING	

4. Calendar of Events

Carolyn reviewed the revised calendar of events. Kim questioned whether we were going to host a school in 2021. Catherine advised the 2021 School scheduled for Old Orchard Inn has been rescheduled to 2022.

5. Training Committee Chairperson Report

Carolyn noted there has not been a TEC meeting so not much to report. Kim had asked Education to schedule a TEC meeting, but it hasn’t happened. Carolyn would like TEC to meet so they can have a follow up on the Virtual Basic Steward Training (Virtual BST).

Kim reported TEC has had some inquiries for Virtual Basic sessions. ERO’s can have the flexibility to host a Virtual Basic over a time frame they prefer. Carolyn indicated there have been a lot of steward resignations this past year. Carolyn would like to hear from the stewards

who participated in the Virtual BST and ask how they feel about their role in this virtual environment. Marcel reported the majority of the Greenwood Branch members are in the workplace. His stewards are finding it a challenge to keep in touch with the members working from home.

ACTION: Carolyn follow up with Paul to schedule the virtual session to provide a regional connection with Atlantic's virtual BST steward candidate.

It was agreed Kim, Carolyn, the ERO's, the Branch President and a steward from their respective department should be invited to be on the call.

ACTION: Catherine request a Virtual Basic be scheduled and completed by the end of April with maximum 25 participants.

6. Lunch Learns

Carolyn reported there have been no Lunch and Learns during the reporting period. She brought the topic up at the ESDC Consultation meeting and generally members are not interested in holding them in this environment. Under normal circumstances, the only way you could get people out was to feed them and there seems to be no interest in virtual Lunch and Learns.

Kim noted that you could send participants a gift card after the session. It is not a reimbursement it is a gift card – like providing an incentive to people.

Carolyn asked the committee if they had any ideas or if we should try to promote Lunch and Learns during this time. The committee generally felt the option is there if a constituent body wants to host a lunch and learn. We will review the option at the upcoming Branch and Provincial Group Presidents' meeting.

7. Atlantic Steward Update

Carolyn referred to the report noting we have 29 Stewards in Waiting. There were 9 resignations or non-renewals. Kim reported there are additional resignations that were received since this report was prepared. Carolyn indicated that ESDC and the SH Group have lost a lot of stewards recently.

8. Steward Events

Case Law and Trends: The evaluations for the recent Case Law and Trends sessions were positive. The committee reviewed the comments and suggestions for future sessions. Carolyn

was surprised the attendance wasn't greater for this session. Catherine reported Max indicated he had plenty of cases and would be able to do another session in the fall at the time of Steward Council.

ACTION: Catherine send out the PIPSC Virtual Background to the Executive.

Future Steward Sessions: The committee decided it would be beneficial to host a check in session for new Stewards (Stewards trained in the last two years and Stewards in Waiting). A request for questions/topics to be covered could be collected in advance and the session will include an open Q&A. The session would be an evening event held on a Tuesday or Wednesday 7:00 – 9:00 pm in February. Ideally we would have two ERO's plus the Regional Executive. Only one or two Executive would speak – let the conversation flow. We will have a few questions ready to stimulate the conversation.

ACTION: Catherine discuss with Paul scheduling the New Steward Check In. Tuesday or Wednesday, 7-9 pm in February with two ERO's.

ACTION: Catherine ask EROs to schedule Representing Members at Discipline Hearings, an advanced Steward Session. February preferred but before the end of April.

9. Rand Recruitment Cheat Sheet and Letter

Carolyn reviewed the Cheat Sheet and letter and some changes were made. The letter is to be used as an example and can be revised by the constituent body.

ACTION: Catherine add the Rand Recruitment Tip Sheet and Letter to the agenda of the Branch and Provincial Group Presidents' meeting agenda.

10. Screening of Stewards for Advanced Grievance Skills

Screening criteria for Stewards interested in participating the March Advanced Grievance Skills session was discussed. It was decided to invite Stewards with over two years' experience. First consider stewards who haven't attended the Regional Training School. Second, consider the frequency and timing of Regional Training School attendance. Finally consider Department, group and geographical location. A Training Committee representative and the Regional Director will participate in the session.

11. Steward Recruitment and Engagement

ACTION: Kim discuss Steward Recruitment and Engagement at the next Regional Director's meeting to see if there are any suggestions that we can employ in Atlantic.

12. New Business

Kim reported she participated in a presentation on Consent Culture that the CLC adapted to a Virtual presentation that was originally prepared by CUPE. She asked if Atlantic would be interested in giving this presentation to members, it is about an hour and a half.

ACTION: Training Committee suggest to the Regional Executive that we BF the Consent Culture presentation to our Next Executive meeting for review.

13. Round Table

Following a round table the meeting was adjourned.