

HRSDC CAPE Local 514

Executive Board Meeting

February 13, 2013 12:00 – 1:00 pm
Phase IV, Room 6B004

MINUTES

	Agenda Item	Action
1.	<p>Introduction</p> <ul style="list-style-type: none"> a. Participants introduced themselves b. Meeting minutes from January 8th meeting were approved; participants discussed meeting minute approval/posting process. Going forward, minutes will be circulated and approved at the subsequent meeting, before being posted to CAPE National website or the Local 514 Blog c. Call for agenda items – one item added to the agenda regarding the timing of our local meetings 	
2.	<p>Walking Tour Update</p> <ul style="list-style-type: none"> a. Susan Kerr moved the following motion: <p>Whereas CAPE Local 514 supports a collaborative labour-management relationship at HRSDC,</p> <p>Whereas CAPE Local 514 wishes to identify and take action on workplace matters that will contribute to employee well-being,</p> <p>Whereas CAPE Local 514 welcomes an opportunity to engage in constructive workplace projects with our fellow labour representatives at HRSDC,</p> <p>And whereas the HRSDC Labour-Management Consultation Committee is mandated to continuously enhance and improve their relationship,</p> <p>Be it resolved that CAPE Local 514 supports a joint labour-management initiative for 2013, to develop and organize walking tours around Portage I-IV in order to showcase the architecture, landscaping and art installations</p> <ul style="list-style-type: none"> b. The motion was seconded by Johanna Hove, and approved by a vote of 5:1 c. Participants discussed the Local’s role in this initiative and possible logistics 	<p>Susan Kerr and Liam Lynch to follow up regarding appropriate (management) forum/committee through which to move this initiative forward, with support from Local 514, and possibly other union locals at Portage.</p>
3.	<p>Mental Health in the Workplace</p> <ul style="list-style-type: none"> a. The Mental Health Commission of Canada championed the 	<p>Liam to liaise with Health Canada regarding the drafting and</p>

	<p>development of a National Standard on psychological health and safety in the work place. It is a voluntary standard intended to provide systematic guidelines for Canadian employers that will enable them to develop and continuously improve psychologically safe and healthy work environments for their employees. The development of the report was supported through funding by HRSDC, Health Canada, and Public Health Agency of Canada</p> <p>b. The CAPE Local for Health Canada will be taking the lead on drafting a motion to push the Government of Canada to adopt these best practices</p> <p>c. Members discussed the value in doing this and in supporting Health Canada's future motion</p>	<p>sharing of the motion</p> <p>The report can be found at: www.mentalhealthcommission.ca/English/Pages/workplace_guide.aspx</p>
4.	<p>CAPE Local 514 Constitution and By-Laws</p> <p>a. Asked members to review the constitution (attached in meeting calendar invitation)</p> <p>b. CAPE National is just in the process of approving amendments made in 2008</p> <p>c. Discussed striking a committee to review and possibly amend the 2008 constitution</p>	<p>We will know by mid-February if the By-Law Committee of CAPE National adopts the 2008 changes</p>
5.	<p>Emerging Workplace Issues</p> <p>a. Members discussed way to better share and keep track of current and emerging workplace issues. Two current items discussed were: the PLA process, and employees' rights to contribute to that process; issues with parental leave and benefit</p> <p>b. Members discussed whether CAPE could regularly provide a report outlining grievances and issues being raised by members (without employee details)</p> <p>c. The Executive will begin working on a process to share details around work place issues, without employee details, possibly by writing and sending a bulletin to members. This idea is evolving</p>	<p>Executive to work on process/format for reaching out to and informing members on current and emerging workplace issues.</p>
6.	<p>Committee Structure for Local 514</p> <p>a. The Executive moved the following motion:</p> <p>Whereas there is not always enough time to engage in in-depth discussion and planning at the current CAPE 514 monthly meetings;</p> <p>And whereas small committees of dedicated volunteers would help give key issues the discussion and attention that they deserve;</p> <p>Therefore, be it resolved that CAPE Local 514 strike the following sub-committees with the accompanying duties:</p> <p>Communications Committee</p> <ul style="list-style-type: none"> - Update the CAPE Local 514 Blog as required - Ensure the transmission of regular communiqués to 	<p>The Executive will schedule the first meetings of the sub-committees over the next month</p>

	<p>members</p> <ul style="list-style-type: none"> - Develop opportunities and methods to solicit feedback from members - Monitor the media for stories of interest to CAPE 514 members <p>Constitution and Membership Committee</p> <ul style="list-style-type: none"> - Conduct a review of our current constitution and by-laws - Develop amendments to the constitution and by-laws as required - Identify RAND members and take steps to ensure that they register with the union <p>Political Action Committee</p> <ul style="list-style-type: none"> - Work with members to identify priority issues for CAPE to advance with the Employer or CAPE National - Develop strategies and approaches to advance these issues - Shape outreach to other unions and organizations that share similar goals to CAPE - Work with allies on solidarity campaigns <p>Be it further resolved that each committee elect a chair and a note-taker at their first meeting;</p> <p>Be it further resolved that issues approved at committee, must then be sent to the executive committee for final approval.</p> <p>b. The motion was seconded by Emer and was passed unanimously</p>	
7.	<p>Presidents' Council Debrief and Local Leaders Meeting</p> <p>a. The last Presidents' Council meeting was held January 10th; 7-8 Locals out of 15 attended; Presidents discussed the results from the AGM/constitutional changes; most time was spent discussing the dues increase vote, why the vote failed, and CAPE National's new process going forward</p> <p>The National Executive Committee will approve a new membership vote on some sort of dues increase early in April, which will be followed by in-person meetings with respective locals to answer questions about the increase</p> <p>The new date to vote on the dues increase will likely be at the end of April</p> <p>b. There will be a Local Leaders' Meeting on February 26th, and members were encouraged to attend. This is part of the new process for securing a dues increase.</p> <p>c. Local 514 members discussed ways to ensure that CAPE National becomes more transparent and democratic through this process, and if there is a way to solicit a guarantee that it will become more democratic before a</p>	

	dues increase is approved.	
8.	Local Meeting Schedule a. Members discussed the meeting schedule, and whether there is a day of the week that would be preferable as a set meeting time going forward.	The Executive will poll members via email.