



**National Executive Committee Meeting
Friday, November 27th, 2020
Via Videoconference**

MINUTES

In Attendance: G. Phillips (*Chair*), J. Akins, C. Awada, N. Bois, A. Coles (*in parts*), H. Delnick, N. Giannakoulis, G. Kopytko, J. Lafontaine, C. Lonmo, K. Mansfield, A. Nemec, A. Picotte, S. Rehman, A. Trau

Staff: J. Courty, C. Danik, O. Kahriz, K. Thériault, C. Vézina, J. George, A. Lizotte

Regrets: M. Stiermann, E. Venditti

Guest/Observer: E. Tremblay

1. Call to Order

The NEC meeting was officially called to order at 9:04am and Chair G. Phillips confirmed quorum was achieved.

** At this time, CAPE's Statement on Harassment was read aloud.*

**As the final meeting attended by C. Danik, the Chair and NEC members took the time to express deep gratitude for his many years of service and dedication, as well as recognizing the personal character and qualities they all had come to respect.*

1.1 Review of NEC Agenda

Following a roll call, the November 27th agenda was reviewed. There were no additions.

Motion to adopt the NEC Agenda as presented

Moved by: H. Delnick

Seconded by: A. Picotte

Abstentions (1)

By show of hands: Carried unanimously

1.2 Review of NEC public minutes (October 30, 2020)

There were no questions or comments raised.

Motion to accept the NEC public minutes dated October 30, 2020 as presented

Moved by: J. Lafontaine

Seconded by: K. Mansfield

Abstentions (1)

By show of hands: Carried unanimously

2. Discussion Items

2.1 National AGM: The AGM was held virtually on November 10th and participation was lower than past years with a turnout of 128 members. Overall, despite encountering some technical difficulties, the AGM went reasonably well and lessons will be drawn from this experience.

A request was put forth to consider reviewing the Constitution and Bylaws specifically pertaining to the NEC being precluded to ask questions during AGMs, suggesting that that section of the Constitution be amended to allow open dialogue for all dues paying members. NEC members were in agreement.

***Action Item:** A recommendation will be put forward to the next CBC to debate the issue of allowing NEC members to raise questions during AGMs, and subsequently bring it to the attention of the incoming NEC for consideration*

In response to the rationale for the absence of the ERC at the AGM, it was stated that several ERC members were ill at ease towards attending under a sense of menace from various interactions resulting in declining to participate in debate at the AGM and declining to address the NEC at this time.

2.2 ERC Report: The Executive Director will be presenting a finalized ERC report to the incoming NEC for the January meeting. Upon request, the Chair read out the list of resolutions and voting results to display what was passed and failed, which will be reflected in the resolutions moving forward. In response to the request for a former NEC member to be granted access to the ERC report for review, it was stated that it will be contingent on the assessment of potential in-camera items that may be contained within.

2.3 NEC members' training: A detailed summary of the training plan for the incoming NEC was provided, which will include a thorough review of the NEC mandate, CAPE policies, the Constitution and Bylaws, principles of good governance, roles and responsibilities of NEC members and other sub-committees, rules of engagement, election and budget cycles, as well as transitioning matters.

HEALTH BREAK

3. Action Items

(Agenda Item 3a was reviewed in-camera)

- b) Reimbursement of Expenses:** The recommendation to potentially develop a policy in cases where members have sought legal advice and incur expenses as a result would require a Bylaw 5 amendment.

Action Item: During the review of Bylaw 5, reimbursement of expenses will be included in conversations with the incoming NEC for consideration

- c) The President to share the PSES Survey: *Not completed:*** *The Chair will follow up ASAP to determine whether the PSES survey can be shared with the NEC*

(Agenda Item 4 was reviewed in-camera)

**The order of the agenda was inverted to accommodate time-sensitive discussions with guests*

Item 5.1 was reviewed in camera but the motion is public

Motion to approve the proposed new Bylaw #15 entitled "Suspension due to conflict of interest related to litigation"

Moved by: H. Delnick

Seconded by: A. Nemeč

Recorded Vote:

In Favour (11): J. Akins, C. Awada, N. Bois, H. Delnick, G. Kopytko, J. Lafontaine, K. Mansfield, A. Trau, A. Picotte, A. Nemeč, S. Rehman

Abstentions (2): G. Phillips, N. Giannakoulis

Carried Unanimously

6. Committee Updates

6.1 Finance Committee: Nothing to report.

6.2 HR Subcommittee: Nothing to report.

6.3 Constitution & Bylaws Committee: Nothing to report.

6.4 ERC Committee: Nothing to report. A discussion ensued and was held in-camera.

LUNCH BREAK

(Agenda Item 5 was reviewed in-camera)

Committee Report (cont'd)

6.5 Governance Committee: Nothing to report.

6.6 Ad Hoc CLC Committee: The membership accepted to join the CLC as announced at the AGM.

Action Item: *The President to reach out to the CLC to discuss next steps. It was also agreed to rename it "CLC Committee" as a standing agenda item.*

7. Reports

7.1 President's Report: The President will be taking just over two weeks of leave in January during which time A. Picotte will be acting President.

7.2 Executive Director Report: The Phoenix file is delayed in launching tiers 2 and 3 of the MOA and is anticipated to be completed the second week of December.

The anti-Black racism Speakers' Series held last week was well-attended.

Member representation: A sub-working group comprised of senior management staff, the research team and ESU members was created to explore strategies that will enable the survey of the membership by encompassing all sections of the organization. Next steps will be to convene high-level discussions detailing the unfurling of the project when ready for launch. Finalization is targeted for March 2021.

Action Item: *The President to seek volunteers from the NEC to sit on the Membership Survey working group.*

7.3 Director of Policy & Negotiations Report: Work on the policy grievance related to 699 leaves is ongoing. NEC members were advised to inform their LROs of any known instances in which individuals are refused their leaves.

A policy grievance was also recently filed regarding the CHRC (*Canadian Human Rights Commission*) due to members and bargaining agents voicing concerns stemming from systemic discrimination at the Commission.

A detailed outline of negotiation activities happening next year has been developed and will be presented to the incoming NEC.

The Association is giving consideration to steps to commute documents to reflect a gender-neutral terminology and include it in the Collective Agreement to allow, as a union, to be positioned at the forefront of this issue.

7.4 Senior Advisor to the President Report (Update on NJC COVID-19 calls): Only 3 NJC calls were held this month as a result of vacation schedules within TBS.

Most workplace reintegration plans have been delayed due to the onset of the second wave of the pandemic. When the time comes, workplace reintegration plans will be considered on a case-by-case basis taking into account the particular department, region and location of the worksite in question.

TBS has reached out to the Bargaining Agents to request that the automatic cash out of vacation and compensatory leave be extended to March 31st, 2022. CAPE has agreed to this request. While the cash-out will not happen automatically for employees who have leave balances in excess of 267.5 hours, those who wish to be cashed-out can request it.

There has been no update from TBS on Hazard Pay and Form T2200.

PHAC recently published new guidelines on the use of non-medical masks and face-coverings which can be found on the Government's COVID-19 webpage. The recommendation includes using masks that have the addition of a filter layer. The guidance also provides an update on neck gaiters, buffs and masks with exhalation vents and why they do not provide adequate protection against the spread of the virus.

7.5 Director of Communications Report: The Association is considering offering its support to the 'Make Revera Public' campaign, lobbying the government to ensure Revera Long-Term Care facility is properly funded, publicly managed and with greater oversight. Alongside PSAC and PIPSC, CAPE intends to invite members to sign the ongoing petition.

***Action Item:** In order to be adequately informed on the matter, the Director of Communications will gather written documentation by email for the NEC to review prior to presenting it to the membership.*

A meeting with the Communications Advisory Committee was held on November 3rd during which time a request was put forth by the members to change the Committee's status to officially report to the NEC. Both the President and Director of Communications will discuss the matter offline first.

7.6 Finance Report: The Director of Finance reported on the progress on the IT front and a presentation to the NEC will be made once approval is received.

President's Closing Remarks: Best wishes and sincere thanks was imparted to the NEC and all the staff for their hard work and dedication.

The NEC meeting adjourned at 3:59 p.m. EDT

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The above minutes are accepted as a true representation of the National Executive Committee meeting held on November 27th, 2020

APPROVED by:

Chairperson

Date