



**Elections and Resolutions Committee  
Friday, May 5, 2021 at 12 p.m. EDT  
Via Teleconference**

**MINUTES**

**In Attendance:** Hongli Wang, Ian Gallant, Ashifa Jiwa, Mauricio Olivares, Tara Rajan, Desmond Fisher

**Staff:** Jean Ouellette, Manar Clarke

**Regrets:** Carter Vance, Carolina Bonilla, Andrew Dzuba, Ivan Jelecan

**1. Call to Order / Roundtable Introductions**

The meeting was called to order at 12 p.m. by Jean Ouellette. Each member of the committee shared their background and experience.

**2. Opening Remarks**

The next meeting will be held via Microsoft Teams.

Jean started last week with CAPE as executive director and Manar will assist. The purpose of this meeting is to select a chair.

Questions about the responsibility of the chair were addressed.

Tara asked what the time obligations are for the chair? Is there a requirement to attend more meetings outside of the scheduled ERC meetings? Jean answered that the chair does not need to attend additional meetings. Manar will take minutes at every meeting unless otherwise decided, and the chair, with the assistance of the committee, will draft a report to present to the NEC at the end of the term.

**3. Selection of Chair**

Mauricio Olivares offered to be chair.

**4. Next Meeting**

The next meeting will be a training session with Peter Engelmann on May 11, 2021, from 9 a.m. to 12 p.m. EDT.



## 5. Questions

Ian asked if quorum is needed. The ERC does need quorum, and there is no limit on the number of members that can join, but the membership is approved by the NEC. There is a requirement that there be one member from each bargaining group.

Ashifa asked how often meetings will occur? They are usually held over lunch hour, but how much notice will be given? Manar and Mauricio will plan two meetings in the spring following next week's training.

It was decided that the ERC will hold meetings on the first Wednesday of every month. Meetings will either be added or cancelled depending on the work that needs to be done.

**The Elections and Resolutions Committee meeting adjourned at 12:50 p.m. EDT.**

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*The above minutes are accepted as a true representation of the Elections and Resolutions Committee meeting held on May 5, 2021.*

Chairperson: Mauricio Olivares

Date: May 19, 2021