



**February 21<sup>st</sup>, 2023**

**3:00 PM EST**

***Employment and Benefits Defence Sub-Committee Meeting***  
**Via Teams Meeting**

**MINUTES**

**In Attendance:** Katia T. , Maryse P. , Greg P. (chair), Clarisse H, Camille A. , Jean Ouellette, Pinelopi M. (second vice-chair), Scott C. (vice-chair), Andre P. and Jennifer G.

**Apologies:** Andreas T.

**Call to order:** 3:05pm

**Approval of Agenda:**

- Agenda was approved and additional items were added

**Discussion on meeting recurrence:**

- The Sub-Committee decided on meeting on a bi-weekly basis for a duration of 1 hour (3-4pm)

**Voting for Volunteers for the Sub-Committee:**

- The Sub-Committee moved to have Scott C. appointed as vice-chair for the Sub-Committee
- The Sub-Committee moved to have Pinelopi M. appointed as second vice-chair for the Sub-Committee
- TOR allows 10 volunteers
- The Sub-Committee reviewed the list of potential volunteers and has decided to send a new call for volunteers to the current list to ensure interest

**TOR review:**

- Minimum of 5 NEC members must be added to the Sub-Committee
- 1 bargaining unit representative must be added to the Sub-Committee

**Other:**

- Action plan to be looked at once we have volunteers
- Greg P. discussed potentially having a CAPE app for members

**Action items:**

- Maryse to send out a new call to volunteer to see who is still interested, confirm that all volunteers are EC.
- Clarisse to remind Greg on call for volunteers at NEC to change minimum members from 5 to 3 NEC members
- Claude Archambault to be added to the Sub-Committee
- Greg to ask Sandy to be a member



- Jean to set up meeting with Pinelopi, Suzelle, Jesael and Scott C. to have a preliminary discussion on an action plan to show the Sub-Committee
- Jennifer G. to check TOR for Defence fund money and to speak to membership in order to be prepared for budget discussion and to prepare wording for potential new TOR for the defense fund
- Jean O. and Sharon S. to work on an approximate budget for app expenses
- Maryse to book recurring bi-weekly meetings for Sub-Committee going forward

**Meeting adjourned at 3:53 PM EST.**