

Accessibility Health & Safety Sub-Committee Meeting

Wednesday April 30th, 2025

12pm

Via MS TEAMS

Record of Decisions

Via Teams: M. Wylie (Co-Chair, Accessibility), L. Spek (Co-Chair, Health and Safety), R. Duranceau (Volunteer), S. Briggs (Volunteer), P. Timusk (Volunteer), A. Larose (Volunteer), K. Diep (Volunteer)

Regrets: N. Prier (President), K. McLaughlin (Accessibility and Administrative Coordinator), J. Hutt (Senior Advisor to the President)

Staff via Teams: N. Conner (Executive Assistant to the President), S. Newman (Administrative Assistant)

1. Opening of the meeting
 - L. Spek called the meeting to order at 12:05pm.
 - L. Spek mentioned that C. Goldberg has resigned from the AH&S sub-committee.

2. Approval of Agenda

- Be it resolved that the April 30th, 2025, agenda be approved unanimously.

3. Approval of Record of Decisions from March 19th, 2025

- Be it resolved that the March 19th, 2025, Record of Decisions be approved unanimously.

4. Terms of Reference

5. Welcome to new members and roundtable

Deferred to next meeting.

6. CAPE Accessibility, Health and Safety update

- L. Spek updated everyone on the on-going work, with notable progress in education-related initiatives.
- The duty to accommodate Q&A session is being developed.
- She also mentioned that N. Prier has been seeking legal strategies regarding accommodations under the Remote Work Campaign Duty to Accommodate track. We are waiting for an update on the progress.

- The strategy differs from a legal opinion; it aims to frame the most effective approach to serve and protect members, not to initiate legal action.

M. Wylie joins the meeting.

- L. Spek mentioned working with others to frame questions and strategies for helping members access workplace accommodations.
- There is a focus on determining the most effective ways to assist members in securing accommodations from employers.
- Steps to support members through the process are being developed.
- Once more information is available, L. Spek will share an update with the sub-committee.

A. Larose and K. Diep join the meeting.

7. Recap and discussion: What we want to do together this year
 - M. Wylie raised a member-led initiative to create a disability justice caucus, as an equity caucus of CAPE. CAPE currently has 3 equity caucuses (Gender Justice, Queer and Trans Workers Caucus, and the Indigenous Circle caucus).
 - These groups are organized by CAPE members around issues specific to equity-deserving groups in the workplace.

- N. Conner shared a link to how to start an equity caucus in the chat: <https://www.acep-cape.ca/en/news/create-your-own-caucus>
- If the sub-committee chooses to support this initiative, it could:
 - a) Have one or more members of the AH&S sub-committee meet with the Equity sub-committee of the NEC to discuss the best approach to working together on this initiative.
 - b) Meet with the members who are initiating the caucus.
- The AH&S sub-committee's role here would be to support the member's who are creating the caucus with developing a proposal for the NEC and finding new members, among potential other supports.
- The goal is to understand how we want to approach this initiative and what role we might play.
- L. Spek mentioned that CAPE is hosting a CAPE Organizer Summit on May 1st and 2nd, 2025, covering issues such as telework.
- P. Timusk will be attending virtually and mentions it would be preferable to encourage a hybrid format instead of favouriting in-person only.

8. Member concerns re: accessibility, health and safety

- K. Diep raised that there's a lack of training (fire/terrorism drills, CPR training, etc.) for people who do not attend the office daily. These trainings are only ever provided on-site for one day.

- L. Spek mentioned that many member concerns are emerging around Accessibility, Health & Safety including:
 - Difficulty accessing workplace accommodations.
 - Repeated and burdensome demands for medical documentation regarding workplace barriers.
 - Health and safety issues being raised and ignored.
- M. Wylie suggested that sub-committee members each come up with one concrete idea they'd like to work on over the next year. And to send the idea via email ahead of the next meeting. At the next meeting, the group can vote on two or three ideas to prioritize.
- P. Timusk mentioned having issues with workplace MS Teams being inaccessible.
- L. Spek suggested using ZOOM at the next meeting.

9. Closing of meeting

The meeting was adjourned at 12:40pm.

The above record of decisions is accepted as a true representation of the Accessibility, Health and Safety Sub-Committee meeting held on April 30th, 2025.