

New Federal Workers and new locals Sub-Committee Meeting

Thursday April 10th, 2025

12PM

Via TEAMS

Record of Decisions

Via Teams: A. Yeo (Vice-President EC, LoP, OPBO), A. Brabant (Chair), D. Podkowka (Volunteer), A. Slizak (Volunteer), W. Harrison (Volunteer)

Regrets: N. Prier (President), J. Hutt (Senior Advisor to the President), A. Poliquin (Director of Representation and Education), S. Newman (Administrative Assistant)

Staff via Teams: J. Courty (Local Liaison Officer), N. Conner (Executive Assistant to the President)

1. Opening of the meeting
 - Meeting was officially called to order at 12:02pm.
2. Approval of Agenda

- Be it resolved that the April 10th, 2025, agenda be approved unanimously.
- 3. Approval of Record of Decisions from March 13th, 2025
 - Be it resolved that the March 13th, 2025, Record of Decisions were approved unanimously.
- 4. Document on types of leave
 - a. Canva links in FR and EN, edits were proposed.
 - b. Next steps
 - i. Approval of version
 - 1. Maternity leave (appendix). Leave page 4 out for now as we refine that section of the guide.
 - Document is approved as such with the caveat that a few tiny edits need to be and turned into a PDF.
 - ii. Distribution of posters
 - Yeo will be sending this over to Katia Theriault to email our members, or locals. Include in CAPE local starter pack at the June meeting.
- 5. Form for participants
 - a. Google link
 - A. Yeo can make it a standing item at the Local leaders' meetings.
 - A. Yeo is interested in adding a secondary meeting day (suggests Tuesday at lunch).

- Suggestions using Doodle Polls to find the best time for everyone.
- Notes the added value of a broader forum, especially helpful when D. Podkowka shares info with his local.
- Preferences are shown for informal meetings:
 - No CAPE staff support needed.
 - Offers a more private setting for discussions.

6. Posters

- Create one-pagers on the following topics:
 - Inclusive language
 - How to conduct general meetings with members
 - Overview of common collective agreements
 - Workplace rights and online conduct 101
- Members also touched on survey that their locals have done and how those can be shared and used as templates.
(Resources for locals)

W. Harrison joins the meeting.

7. Involvement in Caucus

- W. Harrison participated in the Caucus training and Local Executive training.
- He gave positive feedback about the experience.
- W. Harrison suggests having someone from the New Federal Workers sub-committee to formally engage with the Director of Education and Representation (A. Poliquin) and see how they can properly support this sub-committee.

- W. Harrison to create posters once members share the content.

8. Closing of meeting

The meeting was adjourned at 12:41pm.

The above record of decisions is accepted as a true representation of the New Federal Workers and new locals Sub-Committee meeting held on April 10th, 2025.