



LBED Divisional Executive Minutes

Divisional Executive Meeting
March 29 & 30th, 2012
100 Lesmill, OPSEU Head Office

Attendees	Denise Davis, Chair Tracy Vyfschaft, Vice Chair Colleen MacLeod, Secretary/Treasurer Jennifer Van Zetten, Health and Safety Committee Chair Susan Lusty, Pension & Benefits Committee Chair Rick Woodall, Anti Privatization Committee Chair Felicia Fahey, Education and Communications Committee Chair Rob Field, Sr. OPSEU Negotiator Mirla Alvarado – OPSEU Negotiator Steve Nield – Staff Supervisor Brenda Wall – OPSEU Campaigns
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Call to order 9:30 AM.

1: Adoption of Agenda

Discussion	Four (4) items were added to the agenda. 900 day pool, Local agreements, Staff transition and OPSEU Decals
Motion by:	Vyfschaft
Seconded by:	MacLeod
RESULT:	CARRIED

2: Previous Minutes

Discussion	Minutes from January are in draft form. MacLeod awaiting supporting notes from Fahey.
Motion by:	Davis, To defer review of previous minutes to next meeting.
Seconded by:	MacLeod
RESULT:	CARRIED

3: Matters arising from minutes

Discussion	Deferred
Response	
Motion by:	
Seconded by:	
RESULT:	Deferred

Officer Reports

4: Chair Report

Discussion	Report presented by: Davis
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REPORT:

Pay Equity Committee

Since our last Div-Ex meeting the Committee has met on February 1st, 2nd, 3rd, 15th, 16th, 17th, 29th and March 1st, 2nd, 21st, 22nd and 23rd. We will continue to meet for six dates in April, four dates in May and seven dates in June. To date we have completed the examination of JIQ's from Warehousing and continue to work on the Head Office questionnaires. We have evaluated 292 JIQ's out of the 584 JIQs representing approximately 183 jobs so far. Once we complete Head Office we will begin evaluating the Retail Division. The committee has posted four newsletters so far and should have another update over the next couple of months. As previously advised we will be giving periodic updates through notices posted in the workplace, on the OPSEU website (www.opseu.org) and through the LCBO intranet.

Employment Equity Committee

The Committee has not met since the last Div-Ex meeting. To date the outstanding items are accessible washrooms, customer accessibility to retail cashier counters such as accessible pin pads, and cash station aisle ways, the Workplace Harassment and Discrimination (WDHP) booklet which is currently being revised to include the harassment component of Bill 168 and plans to include a piece on sexual orientation and ageism and a statement of respect. The Committee will submit an article to the next ECHO and future editions of ECHO regarding the Ontario Human Rights Commission's policies such as Age Discrimination, Sexual Orientation, Family Status and others. If you require information you can access the Ontario Human Rights Commission website at www.ohrc.on.ca

Collective Agreement update

As mentioned in my previous report it was determined that August 28, 2009 was the ratification date and grievances were settled accordingly. We met with the employer on December 5, 2011 to sign the Collective Agreement and since

then the Collective Agreement went through one final proofing. It has now been printed and a notice has gone out to all Local Presidents announcing that they will be delivered to them over the next week. All other members will be given a copy at the workplace.

Provincial Labour-Management Committee meetings

Our last meeting was on March 6, 2012 and we discussed the recent announcement of the possible selling of the LCBO Head office property. The Union had concerns that we weren't properly notified, that employees working in the Head office did not get proper notification. The LCBO was advised that we will need to be informed of any changes immediately and the Local and the Division are to be involved in future conversations. The committee continued to discuss the open items regarding the French Languages Services (FLS), the Collective Agreement release, Product Knowledge study time, an opportunity for Union representatives to attend orientation meetings, short staffing, clarification of transfer language, new Canadian made uniforms, LBED/OPSEU decals, job postings, bargaining unit work, role of acting Management positions, concerns over an article in the Echo regarding chasing/apprehending customers, simple communication to employees and how this is delivered successfully, Product Consultants entitled to their last step in the pay grid, the recent FLS education rollout and retesting requirements, safety training rollouts, overtime versus lieu time, paid preparation time for Product Consultants when attending seminars. . A separate meeting is being arranged to review the information that the employer has gathered regarding the FLS designated stores and the complement of employees in each store and to discuss the purpose of secondments and acting assignments.

There is only one set of minutes from the last meeting that have not been approved yet and should be finalized over the next week couple of weeks. All other minutes were sent out to all workplaces and emailed to all Local Presidents.

There will be a continuous review of the flow of information between the

Regional Labour Management Committees, the Local Labour Management Committees and the Provincial Labour Management Committees to ensure that all committees have the support that they need and are functioning. All Committees are arranging meetings dates with the employer for 2012. If Local Presidents have labour relations issues please forward to your Labour Management Chair.

Moved by: Davis

Seconded by: Woodall

RESULT: CARRIED

5: Treasurers Report

Discussion Report presented by: MacLeod

REPORT:

Bank Reconciliation LBED Division Of OPSEU

Business Chequing Account

Balance forward Sept 30, 2011		<u>\$441.29</u>
	Credits	\$0.00
	Debits	
	Nov 24, 2011 Cheque #6*	\$75.00
	Nov 30, 2011 Service Charge	\$0.60
Balance as of Nov 30, 2011		<u>\$365.69</u>

Daily Interest Savings Account

Balance Forward Sept 30, 2011		<u>\$4181.74</u>
	Credits	\$0.00
	Debits	\$0.00
Balance as of Nov 30, 2011		<u>\$4181.74</u>

* Cheque #6 was written and approved by the Officers in accordance with the LBED Policy 06/10 - A gift card was purchased by Denise Davis and delivered to the member.

900 DAY POOL

The 900 day pool invoice is prepared by the LCBO according to the time off billed to Dept 858 of the LCBO. Currently the LCBO provides invoices

	<p>approximately three (3) months after the members time has been taken. Amounts below are after LBED review and flagged corrections have been returned by the employer.</p> <p>Be advised these numbers are an estimation based on the date of this report and may be subject to change.</p> <p>The amount of days charged to the 900 day pool in Aug 2011 was 55.875 days. The amount of days charged to the 900 day pool in Sept 2011 was 62.906 days. The amount of days charged to the 900 day pool in Oct 2011 was 38.718 days.</p>
Moved by:	MacLeod
Seconded by:	Woodall
RESULT:	CARRIED
6: Vice Chair/Grievance Committee Report	
Discussion	Report presented by: Vyfschaft
REPORT:	<p>The latest Grievance Committee(GC), meeting was held March 27/28. The GC reviews files that have not been scheduled either to Med Arb or formal Arbitration.</p> <p>Lack of information in grievance files has been noted by the GC. The GC would like to stress the importance of including all notes from investigations, Stage 2 and Stage 3 meetings in the Regional Office file. The GC has of yet been unable to determine where the problem is occurring, but sees the importance of improving the process. The GC is quite often reviewing files that include the grievance form and little else.</p> <p>The GC is provided a copy of the most recent list of active cases at Stage 4. The March 26, 2012 list shows a total of 657 active LBED cases. Contract interpretation, with the view to submitting Echo articles, is a role of the Committee.</p> <p>To date the Committee has submitted articles on Disclosure and Letters of Counsel. The Committee is currently working on some contract interpretation articles.</p> <p>In Solidarity,</p> <p>Tracy Vyfschaft-Chair Shawn Swayze-Retail member Jeremy Trainor- Non-Retail member Val Patrick, GO, Jean Chaykowsky, GO and Doreen Stensrud, Staff</p>
Moved by:	Vyfschaft
Seconded by:	MacLeod
RESULT:	CARRIED

Committee Reports

7: Health and Safety Committee Report

Discussion

Report presented by: Van Zetten

REPORT:

The first meeting with the newly elected members of PHSC took place Sept 15, 2011. The committee started the meeting this term in hopes making progress with outstanding issues presented to the employer. Some of the agenda items presented to the employer at the first meeting were lift tables; ergonomics-cash stations, vacuum lifts, stores with asbestos, armored car service, bonar bins, water bottles, Sec 51 and 52 reporting on incidents and accidents.

All of these items and more remain on the most recent agenda. The committee is focused and determined to challenge the employers top down style of Health and Safety, and labour relations.

We were informed by the employer about their efforts to comply with the Sec 51 &52 statutory notice requirements of the Occupational Health and Safety Act. A pilot project has been introduced in 20 stores and will be rolled out to all the stores by year end. Computerized incident and accident reporting should be available in all stores. This should make it easier to get the required notices into the hands of the health and safety reps and joint committee members in the timely manner required by law. The Provincial H&S Committee is aware of a few system issues concerning the reporting of workplace violence hazards (Bill 168). But the employer has to comply with the law whether or not it has administrative difficulties.

The cash stations were designed without proper ergonomic consideration. The employer resists acknowledging the severity of the risk of repetitive strain injuries at the cash stations. The committee produced an assessment prepared by Occupational Health Clinics for Ontario Workers (OHCOW) that identifies several design problems with the current cash stations. The employer appeared to be more concerned that an independent assessment had been done at all than in addressing the results of the assessment. The employer still has not provided the committee with a time frame as to when improvements will be made to the cash stations, only that it will be done on an individual basis as needed to accommodate an already injured worker. The employer must be aware that a complete redesign and equipment replacement program is urgently required to bring the cash stations up to modern ergonomic standards. Yes, this will be costly but the LCBO can hardly be described as cash strapped. The LCBO doesn't wish to pay the price, but our members pay the price every day with their bodies.

The employer agreed with the previous committee to issue a letter regarding forming committees in workplaces where asbestos, a designated substance, is present. The employer agreed to the format of the letter; however the requirements still have not been implemented in the stores. The committee was very clear that the employer is not in compliance with the Occupational Health and Safety Act in this matter. The letter is to go out and committees are to be formed. Health and Safety Reps must have the proper information and

	<p>education on Asbestos within their workplaces.</p> <p>Ergonomic initiatives the employer introduced to the committee were the { vacuum-lift } a suction cup device. It is a rack mounted device which uses suction to lift cases from the pallet to the cart that is to assist stores that are palletized but unable to operate the lift table in the retail warehouses, however it still needs sufficient space for the track and compressor, we know that the vacuum-lift has been rolled out in store 18 and 311 and more are estimated to roll out. The committee again was not made aware of this initiative and have not physically been introduced to the machine. We have asked for a tour of facilities that have the vacuum lift. The tour is scheduled for April 24, 2012 meeting at the GTA service center.</p> <p>Water bottles were distributed province wide last year by the employer are manufactured from plastics from the non-recommended groups of plastic (recycle code #1, or recycle code #7. From the information provided by the employer's memo, there appears to be manufacturing defect that misidentifies some of the bottles as to which recycling group of plastics the water bottles are manufactured from thereby undermining the identification of the plastics used in manufacture.</p> <p>The Union stands behind Eat Right Ontario an agency of the government of Ontario providing advice to the public on healthy eating. Eat right Ontario recommends that to avoid any health risks that may be associated with plastics, drinking water bottles should be made of glass or plastics from recycle groups #2, #4, # 5. This information is readily available from the Eat Right Ontario. http://www.eatrightontario.ca/en/ViewDocument.aspx?id=197).</p> <p>The next PHSC meeting is scheduled on April 25, 2012.</p> <p>In Solidarity,</p> <p>Jennifer Van Zetten Chair PHSC LBED Rob Mithrush Lynn Graham</p>
Moved by:	Van Zetten
Seconded by:	Woodall
RESULT:	CARRIED
8: Education and Communications Committee Report	
Discussion	Report presented by: Fahey
REPORT:	The education and communication has been busy getting articles written and submitted for the Echo. The Committee welcomed 1 st alternate Jeremy Trainor at the last meeting as a result of Lisa Forresta stepping down. We want to thank Lisa for her work and wish her the best.

	<p>The committee met and discussed future meetings, the current and next Echo edition, and the possibility of setting up a couple LBED specific courses for the members, which may include a getting to know your collective agreement course. A new stewards power tool was also just created by OPSEU, which we would like to include in an orientation package for new members and for all LEC members.</p> <p>Craig and Jeremy are working on a tool for local presidents and labour management chairs to aid in labour management meetings. The tool should give some great tips on getting relations started and should help in aiding the process.</p> <p>The next Echo will be handed out at Convention at the LBED Caucus; it will include articles on the Choose Public Campaign, along with articles from the LBED committees.</p> <p>A discussion was had by members on highlighting OPSEU enterprise in the echo as we used to in the “old echo” which highlights deals to members, perhaps getting the computer deal for members like we used to. Felicia offered to look into with OPSEU accounting and Jeremy was going to speak with Member Savings Credit union to see the feasibility of the plan. Maurice Gabay in OPSEU accounting is looking into and will report back.</p> <p>The Committee is continuing to work on an LBED photo file with OPSEU communications and will put another blurb in the echo asking for members to forward any photos they have of events or members to the committee.</p> <p>The committee is looking into alternatives to the LBED facebook page and will report back to the divex at the next meeting.</p> <p>The committee would like to remind committees and members to feel free to submit articles to the committee for submission into the ECHO.</p> <p>The E&C Committee</p>
Moved by:	Fahey
Seconded by:	MacLeod
RESULT:	CARRIED
9. Pension and Benefits Committee Report	
Discussion	Report presented by: Lusty
REPORT:	<p>The OPSEU members of the Joint Benefits Review Committee (JBRC) have been very active since the last report in early 2011. The OPSEU elected members of the JBRC are Susan Lusty (Chair), Donna Shea and Stacey Sholtack. The committee is assisted by OPSEU Benefits Counsellor, Kim Macpherson.</p> <p>In our first JBRC meeting in 2011 the issue of casual members who qualify for dental benefits was raised. There was confusion regarding how the benefit</p>

worked given that casual workers who qualify for benefits do not join the plan until April 1st.

It was clarified that the dental benefit is \$1,000 in a calendar year (from January 1 to December 31). This means that if a casual member becomes eligible in April to join the plan, they have \$1,000 of coverage from April 1 to December 31 that year. They are then entitled, starting January 1 to another \$1,000 of coverage. If they do not qualify to remain on the benefits plan after March 31st, then the coverage, regardless if it was used - ends. If a member has enough hours to qualify past March 31st, they do not get another \$1,000 of coverage; they just have a longer amount of time to use it within.

Given the confusion, the OPSEU JBRC members requested that the LCBO clarify the issue in a memo to members, which was promptly done. The Committee has also posted the information in the ECHO.

The LCBO's former Director of Human Resources retired in the fall of 2011. The OPSEU JBRC members are happy to report that we are successfully building a mutually respectful relationship with the new Director, Mark Wagner and the rest of the employer members of the Committee.

The LCBO tendered their benefit program early in 2012. Under the terms of the collective agreement, the JBRC is responsible for such tendering process. In preparation, OPSEU JBRC members attended a full day training session on insured benefits conducted by Kim Macpherson, OPSEU Pension & Benefits Unit. Additionally, there was another half day joint training session with the LCBO staff and Mercer.

The tendering process is currently underway and is expected to be completed by early summer.

CASUAL BENEFITS – HISTORICAL INFORMATION

We have received the data regarding the number of casual employees qualifying for benefits by meeting the 1,300 hour mark in 2010. The number of employees that the employer estimated would qualify was met (900) in the first year.

In the second year (2011) the overall number has increased, although there were many who did not re-qualify for benefits. The following is the information provided for the casual benefit plan:

Original number of casuals that qualified for benefits as at April 1, 2010	900
Of the original 900, existing casuals with benefits coverage as at February 1, 2011	765
Of the 765 remaining at Feb. 1, 2011, those who no longer qualify for benefits effective April 1, 2011, because of insufficient hours worked	66
Of the 765 remaining at Feb. 1, 2011, number who re-qualified for benefits effective April 1, 2011	699
New casuals eligible for benefits April 1, 2011, for the first time	268
Total number of casual employees with benefits effective April 1,	967

2011	
<u>CASUAL BENEFITS 2012:</u>	
Number of casual employees who re-qualified for benefits effective April 1, 2012	694
Number of casual employees who did not re-qualify for participation in the Casual Benefit Plan effective April 1, 2012	108
Number of new casual employees eligible for benefits April 1, 2012, for the first time	222
Total number of casual employees with benefits effective April 1, 2012	916

Also for your information, 784 casual employees met the seniority criteria, but did not make the 1300 hours in 2011.

The committee was also given the list of members that qualified and members that were short by 50 hours or less.

MEETINGS IN 2011 AND 2012:

Benefits Meetings: Jan 31, 2011, Mar 14, 2011, May 20, 2011, Jan 11, 2012

Accommodation Meetings: June 13, 2011, Oct 17, 2011, Nov 29, 2011, Feb, 21, 2012

EAP Meeting: Nov, 29, 2011

Tendering Meetings: Feb 21, 2012, March 19, 2012, March 29, 2012

ACCOMMODATIONS:

In 2011, LCBO staff met with a small group composed of the Chairs of the Benefits Committee, the Div Ex Health & Safety and an OPSEU staff member, in order to introduce their new Draft Accommodation Policy for Disabled employees.

The group in turn, met on June 13th with Chairs of other committees and OPSEU staff to go over the new LCBO Accommodation policy. Different perspectives on different issues arising from this policy were provided from:

- Health and Safety
- Benefits
- Equity

These ideas and suggestions to further improve the Policy were taken forward to the LCBO. We are happy to report that the LCBO has agreed on some of our recommendations and other changes are still being discussed. Changes that were agreed on won't be changed till the new fiscal year.

Employee Assistance Program (EAP):

There was one meeting of the EAP Committee where we met with the LCBO and Human Solutions. Human Solutions provided a presentation over viewing all of the services that Human Solutions provides and how to access them. The following are some interesting status on how these services have been utilized since the new provider has taken over the service.

- Face to Face meetings 61%
- Telephone 37.5%
- E-counselling 9%
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Accidental Death & Dismemberment (AD&D) insurance:

AD&D is a voluntary insurance plan that pays a set amount of money upon accidental death, dismemberment, or other specified loss of uses. The plan was out of date so the Committee arranged to meet with ACE Life who holds the plan policy. As a result, we were able to update the coverage without changing the premiums, and now have a better plan at no additional cost!

There are currently about 1,000 member signed up for AD&D. Any full-time members can join this plan at any time by calling their respective HR Department and asking for the brochure and application. This insurance premium is paid 100% by the member through payroll deduction. The cost is \$0.05 per \$1,000 of insurance for single and \$0.75 per \$1,000 of insurance for family.

SICK CREDIT POOL:

The sick credit pool was established for members to get help when all of their sick leave and vacation credits are exhausted but they do not yet qualify for Long Term Income Protection payments. Members must also have applied for Employment Insurance sick benefits prior to applying for access to the sick credit pool.

The following is the conditions for use of the sick credit pool:

LONG TERM ILLNESS (3 weeks or longer):

- Must use all attendance credits first
- Have to be on Employment Insurance (EI) sick benefits for the maximum amount of time (up to 15 weeks)
- If you still require more days before you are eligible for LTIP, then Sick Credit Pool will grant the number of days needed to a maximum of thirty-five (35) days.

SHORT TERM ILLNESS:

- Must use all attendance credits
- If more days are needed before returning to work, then the Sick Credit Pool will grant the number of days needed to a maximum of ten (10) days.

Members can find the application online, <http://www.opseu.org/lbed/benefits/index.htm> There is also information there for how to appeal insured benefits claims.

FINANCIALS:

The committee received and reviewed the Financials from Great West Life for

the 2010/2011 plan year as well as the Plan trends.

Under the extended health care plan, the highest utilized benefit is drugs (approx. 70%), followed by paramedical expenses (approx. 14%) and then services and supplies and other misc make up the remaining 16%. This is quite typical in a benefit plan.

Under the dental plan, the highest utilized benefits are preventative and diagnostic services, followed by periodontal services and minor restorative procedures. This is also quite typical in a benefit plan.

Experience under the Long Term Income Protection plan shows the following age claiming patterns:

Age	% of disability claims
Under 30	1.5%
30 – 39	18.4%
40 – 49	43.4%
50 – 59	32.4%
60+	4.4%

Susan Lusty Chair, Donna Shea, Stacey Sholtack, Kim Macpherson OPSEU Benefits Counsellor

Moved by: Lusty

Seconded by: Davis

RESULT: CARRIED

10. Anti-Privatization Committee Report

Discussion Report presented by: Woodall

REPORT: One of the Anti Privatization Committee’s main objectives has been to convert Agency Stores into LCBO stores. We know that the top 20 Agency Stores are very profitable when converted into a LCBO Store. This was also supported by the LCBO, who last year, developed financial models on the Mount Albert, Craighurst and Binbrook stores.

Our committee was informed that the main deterrent in converting any Agency Store into an LCBO was a document signed in 2000 between the LCBO and the BRI. This agreement is called the “Beer Framework Agreement”. This document outlines what the LCBO can sell in their non-combination stores. It also sets out rules as to Agency Store Locations with respect to distances from an LCBO and a Beer Store. The “Beer Framework Agreement” is the corner stone to closing an Agency Store.

The Committee agreed that the timing was right to lobby the Ontario Government to open the “Beer Framework Agreement” and then allow the LCBO to convert them into a LCBO combination store.

Our Committee, in conjunction with the OPSEU Campaigns Department developed phase one of the campaign. Phase One would encompass the following:

- 1) Meet with the LCBO on the “Beer Framework Agreement”
- 2) Develop an updated financial model (2011) on the top 20 agency stores to repatriate and a discussion paper for lobbying
- 3) Meet with Finance Minister Dwight Duncan
- 4) Meet with members of the Government’s standing Committee on Agencies
- 5) Meet with the Andrea Horwath
- 6) Lobby various members of the Provincial Legislature.

The Committee also developed an educational video called “Who Owns The Beer Store – Lost Opportunities” This video will be used as part of the lobbying kit.

A budget was presented for the campaign and passed.

In Solidarity

Richard Woodall – Chair
 Kevin Herbert – Vice Chair
 Kristina Fiore

Moved by:	Woodall
Seconded by:	Vyfschaft
RESULT:	CARRIED

Guest Speaker Smokey Thomas

Discussion	Smokey is in meetings today regarding the Provincial and Federal Budgets. Eddy Almeida visited with the Div-Ex to canvass issues. The Div-Ex expressed concerns to Almeida regarding central funding for the LBED Grievance Committee.
Response	

On-going Business

a) Compassionate E-Time Form

Discussion	Div-Ex discussed the E time form and whether it is being used and whether the form is the same for all Divisions.
Response	Will review forms at next meeting

b) Status of Divisional 2011 Meeting Minutes

Discussion	OPSEU staff are still working on completion and are currently in draft form.
Response	Will be distributed to all Local presidents once approved by Smokey’s office.

c) Bargaining Timelines & Support

Discussion	OPSEU staff prepared a bargaining timeline document and Bargaining Survey. It was handed out to Div-Ex. The Div-Ex was advised that currently rooms are being blocked and meeting rooms booked. An information manual will be produced and sent to Locals with the survey for distribution. Month of April to complete survey.
Response	Completed surveys must be returned by May 4 th , 2012.
d) OPSEU Website Corrections	
Discussion	Some information on the OPSEU website under LBED still incorrect.
Response	All website corrections must be sent through the committee staff assigned. OPSEU webmaster makes changes flagged by staff.
New Business	
1. PVR Meetings	
Discussion	PVR Meetings have been held in Central and Western region. Some trends that the Committee have noticed are casual transfers, union leave deductions as well as accommodation deductions.
Response	Locals are asked to forward any suspicious activity to Dave Holmes the LBED PVR Chair.
2. ECHO Layout	
Discussion	Letter from Heino Neilson regarding OPSEU staff regaining control over the ECHO layout. The committee fought hard to gain control over the layout and design of the ECHO. In the past the committee experienced many delays with respect to publishing the final document. The committee has concerns that the ECHO could possibly be delayed due to OPSEU Staff assignments.
Response	The Committee will continue with the current layout until the scheduled meeting with Heino Neilson the week after Convention 2012.
3. Bargaining Surveys	
Discussion	The Div-Ex reviewed the previous survey for errors or omissions and made suggestions for the 2012 Survey. The Division provides all Locals with five (5) days from the pool each year for Divisional Local Tours. An additional three (3) days are available for Locals this year to use for delivering and picking up Local Demand Set Surveys.
Response	
4. Pre-Bargaining Conference	
Discussion	The Div-Ex discussed the organization of the conference. Currently OPSEU is in negotiations with a hotel for the event.
Response	The call out to Locals will be made as soon as the contract is signed and details are available. LBED Negotiator to advise Div-Ex and Locals that they will be required to hold General Meetings to elect delegates, alternates and observers to attend.
5. LBED Convention Caucus	

Discussion	All Div-Ex members are required to provide committee reports to include in the caucus booklet
Response	Alvarado will ensure the handout is printed for distribution at the caucus.
6. Local Divisional Dues Letter	
Discussion	MacLeod distributed a sample of the letter to be sent to Local Presidents.
Response	Each Local will be emailed with total numbers of signed members as of Dec 31, 2011.
7. Cooper's Office Location	
Discussion	All LBED assets and other paperwork from the Cooper's office needs to be relocated to another facility. OPSEU is currently requesting the Division to consider where the contents should be located. An Inventory will be done on the items sitting at the Lesmill office.
Response	Div-Ex members do not have storage areas in their home. The Divex will contact the President's office to request some storage space within OPSEU offices.
8. LBED Policy 01/07	
Discussion	The intent of the policy was discussed by the Div-Ex. A discussion took place on what type of expenses are covered and whether a request would be approved.
Moved by:	Woodall. To consider request for reimbursement from member.
Seconded by:	Van Zetten
RESULT:	CARRIED
Response	The officers will investigate further and provide reimbursement if necessary.
9. 900 Day Pool	
Discussion	LBED and the LCBO need to book a meeting date to go over the outstanding invoices. A meeting with OPSEU Accounting is being arranged to possibly help minimize the amount of paperwork that is generated at the present time.
Response	
10. Local Agreements	
Discussion	Discussion regarding members and locals working outside of the parameters of the Collective agreement. A review is presently being done to ensure that all parties understand the interpretation of the Collective agreement
Response	
11. Staff Transition	
Discussion	The Div-Ex was notified that Mirla Alvarado will be replacing Rob Field as the LBED assigned Staff Negotiator.
Response	All members of the Div-Ex welcomed Mirla to the team.
12. OPSEU Decals	
Discussion	The employer has agreed to have a separate meeting with the LBED officers

	and the OPSEU assigned Staff negotiator to discuss alternate options as the LBED decals were removed. It is the Unions position that we should be able to explore other avenues and will present the employer with some proposals.
Response	Meeting will be scheduled.
Adjournment	
Moved by:	MacLeod
Seconded by:	Fahey
RESULT:	CARRIED