

LBED Divisional Executive Minutes

Divisional Executive Meeting
October 2nd & 3rd, 2012
Web Conference

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 Felicia Fahey, Education and Communications Committee Chair Rick Woodall, Anti Privatization Committee Chair Mirla Alvarado – OPSEU Negotiator Brenda Wall – OPSEU Campaigns
Call to order 9:30 AM.	
1: Adoption of Agenda	
Discussion	Six items were added to the agenda.
Motion by:	Woodall; To accept the agenda as amended
Seconded by:	Lusty
RESULT:	CARRIED
2: Previous Minutes	
Discussion	Review was completed prior to meeting.
Motion by:	
Seconded by:	
RESULT:	
3: Matters arising from minutes	
Discussion	none
Response	
Motion by:	
Seconded by:	
RESULT:	
Officer Reports	
4: Chair Report	
Discussion	Report presented by: Davis
REPORT:	<u>Pay Equity Committee</u>

Pay Equity Negotiations continue with the LCBO. Since June 2012 the committee has met with the employer for nine days. The evaluation of the Head office job classes have been completed and some job classes within the Retail Division have been completed. In order to review the Customer service rep job class it was necessary to appoint four temporary members who did not work in a CSR position or in a Supervisor role. The Officers appointed Dave Holmes, Craig Hadley, Mary Berry and Holly Boudreau. The next meeting date for this committee is October 10,11 and 12. The committee recently produced the Pay Equity Newsletter #5 which has been posted in all workplaces and on the OPSEU website (www.opseu.org) and on the LCBO intranet. Ann Wallace the Pay Equity Negotiator that supports our committee will be speaking at the Final Demand Setting Meeting on October 27, 2012.

Employment Equity Committee

The last committee meeting was held on September 6 at the LCBO Head office. Introductions took place as we have some new committee members. The composition of the committee is Denise Davis, Gino Vendetti, Norm Lamarche all from LBED and OPSEU Human Rights support staff is Libby Zeleke. The members from the LCBO are Bonnie MacPhail – Diversity Management and Ombuds office, Bev Jordan from LCBO HR services and Josie Peirce from Retail, Central Region.

The committee continued to discuss outstanding items and new business.

Statement of Respect- The committee agreed that this is a long standing issue. The LCBO was provided with background that the Union would like to see a Joint statement of respect posted and/or read before all meetings similar to what OPSEU has in place. The OPSEU statement of respect was forwarded to the employer for review.

Accessible washrooms at Head office

The committee was advised that both the women's and men's washrooms on the first floor on the east side of the building are being renovated to be barrier free and should be completed by mid-November.

Customer accessibility to retail cashier counters such as accessible pin pads, cash station aisle ways- The committee was advised that there will be a follow up with the Design and Construction and Retail Operations in order to provide us with some information.

Educational programs- The committee was advised that the LCBO's policies/training are being reviewed and will be updated with inclusions of two new prohibited grounds, gender identity and gender expression, further to the passing of Bill 33, Toby's Act, in June 2012.

<http://www.ontla.on.ca/web/home.do>

The committee was advised that all new employees receive the following

training:

Preventing Racial Profiling (Diversity Management)
Harassment and Discrimination Prevention Policy (Diversity Management)
Workplace Violence Prevention- (Occupational Health and Safety)
Code of Business Conduct

The committee discussed refresher training, how often it is offered to long standing employees and if we could receive the training materials and agenda for the new employee's orientation. The LCBO indicated that they would provide us with a response regarding the training materials and they would need to do a "needs analysis" to determine whether there is in fact a need to retrain and when. Discussions will continue.

Diversity Day- All Committee members were invited to attend the event. The next meeting will be on November 23, 2012.

If you require further information please access the Ontario Human Rights Commission website at www.ohrc.on.ca

Provincial Labour-Management Committee (PLMC) meetings

The PLMC met on September 20, 2012. The committee continued to discuss the action items regarding the French Languages Services (FLS), Product Knowledge study time, an opportunity for Union representatives to attend orientation meetings, short staffing, clarification of transfer language, LBED/OPSEU decals, job postings, bargaining unit work, role of acting Management positions, simple communication to employees and how this is delivered successfully, paid preparation time for Product Consultants when attending seminars. We are waiting for the employer to approve minutes from the March and June 2012. All minutes will be sent out to all workplaces and emailed to all Local Presidents as soon as they are approved.

If Local Presidents have **labour relation** issues they need to forward to their respective Labour Management Chair. A list of the Regional Labour Management Chairs can be found on the OPSEU website under LBED.

Moved by: Vyfschaft

Seconded by: MacLeod

RESULT: CARRIED

5: Treasurers Report

Discussion Report presented by: MacLeod

REPORT: Please see below a summary of all accounts under LBED control.

LBED Divisional Dues Credit Union Account

Summary

Business Chequing	\$7679.32
Daily Interest Savings	\$5917.18
Membership Shares	\$ 25.00
Total:	\$13621.50

Business Chequing Account

Balance forward as of May 31, 2012			<u>\$11917.78</u>
	Credits		\$0.00
	Debits	*Cheq # 157 – OPSEU Loan	\$6000.00
	Debits	*ADMIN Fee	\$0.60

Balance as of June 30, 2012 \$5917.78

*Cheque #157 was issued to cover the loan from OPSEU to set up Divisional Dues account.

Daily Interest Savings Account

Balance forward Nov 28, 2011			\$0.00
	Credits	Deposit L741 Jun 28	\$572.88
	Credits	Deposit L5110 June 28	\$1895.96
	Credits	Deposit L162 June 28	\$1132.12
	Credits	Deposit L286 June 28	\$1275.34
	Credits	Deposit L681 June 28	\$763.84
	Credits	Deposit L611 June 28	\$47.74
	Credits	Deposit L378 June 28	\$1991.44
		(Total deposits \$7679.32)	
	Debits		\$0.00

Balance as of June 28, 2012 \$7679.32

LBED Divisional Dues Credit Union Account

Summary

Business Chequing	\$7679.32
Daily Interest Savings	\$5214.51
Membership Shares	\$ 25.00
Total:	\$12918.83

Business Chequing Account

Balance forward as of June 30, 2012		<u>\$5917.78</u>
	Credits	\$0.00
	Debits *Cheq # 158 – F.Fahey	\$702.07
	Debits *Service Charge	\$0.60
Balance as of July 31, 2012		<u>\$5214.51</u>

*Cheque # 158 was issued F. Fahey to cover expenses for Education and Communications meeting.

Daily Interest Savings Account

Balance forward June 30, 2012		\$7679.32
	Credits	\$0.00
	Debits	\$0.00
Balance as of July 31, 2012		<u>\$7679.32</u>

LBED Credit Union Account

Summary

Business Chequing	\$4184.88
Daily Interest Savings	\$ 215.09
Membership Shares	\$ 25.00
Total:	\$4424.97

Business Chequing Account

Balance forward as of Nov 30 2011		<u>\$365.69</u>
	Credits	\$0.00
	Debits *Cheque #7 Hardship Apr 9	\$150.00
	Debits *Service Charge	\$0.60
Balance as of April 30, 2012		<u>\$215.09</u>

*Cheque #7 was issued to help a member in need who applied through the LBED Emergency Assistance Fund.

Daily Interest Savings Account

Balance forward March 31, 2012		\$4184.88
	Credits *Interest Mar 31	\$3.16
	Debits	\$0.00
Balance as of June 30, 2012		<u>\$4188.04</u>

LBED Credit Union Account

Summary

Business Chequing	\$4187.44
Daily Interest Savings	\$ 0.00
Membership Shares	\$ 25.00
Total:	\$4212.44

Business Chequing Account

Balance forward as of April 30, 2012		<u>\$215.09</u>
	Credits *Transfer from Savings Oct 01	\$0.60
	Debits *Cheque #8 Hardship Sept 28	\$215.09
	Debits *Service Charge Sept 30	\$0.60
Balance as of Sept 30, 2012		<u>\$0.00</u>

*Cheque #7 was issued to help a member in need who applied through the LBED Emergency Assistance Fund.

Daily Interest Savings Account

Balance forward June 30, 2012		\$4188.04
	Credits	\$0.00
	Debits *Transfer to Chequing October 1	\$0.60
Balance as of Oct 01, 2012		<u>\$4187.44</u>

OLBEU Retirees Club

Summary

Business Chequing	\$6736.96
Daily Interest Savings	\$ 265.19

Membership Shares	\$ 25.00
Patronage Shares	\$ 12.00
Total:	\$7039.15

Business Chequing Account

Balance forward as of Sept 30, 2011	\$6736.96
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Credits	\$0.60
Debits	\$215.09

Balance as of Sept 30, 2011	\$6736.96
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Daily Interest Savings Account

Balance forward Mar 31, 2011	\$264.99
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Credits	Interest Sept 30, 2011	\$0.20
Debits		\$0.00

Balance as of Sept 30, 2011	\$265.19
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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 approximately three (3) months after the member's time has been taken. Amounts below are after LBED review and flagged corrections have been returned by the employer.

Be advised these numbers are an estimation based on the date of this report and may be subject to change.

The amount of days charged to the 900 day pool in **Mar 2012** was **55.688** days.

The amount of days charged to the 900 day pool in **April 2012** was **119.225** days.

The amount of days charged to the 900 day pool in **April 2012** was **142.87** days.

MacLeod suggested we contact the representative from the OLBEU retirees club who provided the division with **\$7039.15**. Check and see if any suggestions can be made to comply with his wishes to spend the money on LBED retirees. The DivEx has been asked to brainstorm ideas to present.

Moved by:	Fahey
Seconded by:	Lusty
RESULT:	CARRIED
6: Vice Chair/Grievance Committee Report	
Discussion	Report presented by: Vyfschaft
REPORT:	<p>Grievance Committee Report- Presented October 2, 2012 via Divisional Executive Web conference</p> <p>The Committee has met an additional two times, June 27/28 and August 15/16,2012, since the last submitted report.</p> <p>The report, Active cases at Stage 4 as of August 1, 2012 compiled by staff, Brenda Guitard was reviewed at the August meeting. There were 621 open cases indicated in this report.</p> <p>The Committee also reviewed the report, LBED Open Dismissal Cases at Arbitration/Stage 4 as of August 14, 2012. There were 30 open cases indicated in this report.</p> <p>Most conversations and cases reviewed at the GC are to remain confidential.</p> <p>One case that needs to be shared with the Division is GSB#2009-0789, regarding the size of the LBED bargaining team.</p> <p>During the 2009 round of collective agreement negotiations the LCBO took the position that the composition of the Negotiating Committee (7 members), violated the Collective Agreement and filed a grievance with respect to same. On August 29, 2012 the parties reached an agreement.</p> <p>Solely for the 2013 round of collective agreement negotiations: The Union Negotiating Committee may include no more than seven(7) LCBO employee members. For face to face negotiating days, the employer will cover the wages for (6) LCBO employee members. The Union will shall pay the wages for the (7th)LCBO employee.</p> <p>For all rounds of collective agreement negotiations subsequent to the 2013 round, the Union Negotiating Committee will include no more than (5) LCBO employees, subject to any agreement to the contrary negotiated by the parties. The Grievance Committee has prepared and submitted recommendations to be included in the handout for the upcoming Final Demand Set meeting. Next scheduled meeting dates for the GC: October 23 and 24th.</p> <p>In Solidarity: Tracy Vyfschaft Chair Grievance Committee Vice Chair LBED</p>

Moved by:	MacLeod
Seconded by:	Fahey
RESULT:	CARRIED

Committee Reports

7: Health and Safety Committee Report

Discussion	Report presented by: Van Zetten
REPORT:	<p>The committee meet on Aug 29th 2012</p> <p>The committee again made note of the Workplace Audits that took place in April and May; with knowledge of this we asked them if the report was given to the Health and Safety Reps and our committee persons. With much dismay the employer looked oblivious to our request and said only certain stores were audit. The Union requested an updated list of stores that were audited. Again the Union told them they would be in violation of the OHSA and advised them to post all findings to the Audit within the respected workplaces.</p> <p>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 and Union have signed off and agreed to the format of the letter; however the requirements still have not been implemented in the stores and that the employer is stalling. 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 education on Asbestos within their workplaces. So we are asking that all Locals with stores that contain asbestos put in recommendations at the store level to form a committee with minutes.</p> <p><u>LCBO Workplace Inspection Forms</u> -These Reports are to be completed and inspected from the Health and Safety Reps, and are not to be altered ,modified our deleted in anyway. The Union also advised the employer that this is the report of the Health and Safety Rep and our committee persons and that they have the ability to decide when the inspection will be performed. For example it is NOT up to the manager to designate when the Health and Safety Report is completed.</p> <p>This is within the Occupation Health and Safety Act. If management is in anyway altering the report prior to handing it in and posting, what the committee is suggesting is to copy your original report and fax over to designee when completed.</p> <p><u>Biological Hazards in the workplace-</u> LCBO said there is Universal precautions discussed in the previous Safety Blitz; currently use gloves, mop and then disposal; third party used in some cases. Procedures are part of orientation pkg. on website. LCBO to review Retail Operations Manual & report back to committee on policies and procedures and what is happening within the stores. Union asks for gloves at tills to be mandatory; and more</p>

training for store designate. Again the employer went out and put on the safety Blitz about the Biological Hazards. Let us remind you this is NOT the intention of the Union to have our members clean any blood or bodily fluids and if you are forced to do so and feel uncomfortable you are within your rights to refuse.

The Union requested an update on how they are going to roll out the training for BILL 160 and the employer: stated it was in the stages of looking at what other ministries are doing and they are working on what would benefit everyone, the Union stated again that this should be Work Specific and that training should always be about the workplace and not something that comes from a corporate initiative.

Bill 160- Here are some highlights on Bill 160 that came into effect on April 1, 2012.

- The promotion to the public an awareness of occupational health and safety
- the education of employers, workers and other persons about occupational health and safety grants to support occupational health safety activities
- Establish training standards
- Ensure health and safety training for health and safety representatives
- Allows unilateral recommendations by a Joint Health and Safety Committee co-chair

The text of Bill 160 with the now approved amendments can be found at: [http://www.ontla.on.ca/bills/bills-files/39_Parliament/Session2/b160rep .pdf](http://www.ontla.on.ca/bills/bills-files/39_Parliament/Session2/b160rep.pdf)

The Union has become aware of the lack of compliance with (Bill 168) 32.1.0.a

Risk Assessment: They are to be updated annually and again work specific and they are NOT in compliance. They have also not been in compliance when there has been risk of violence and harassment within the workplaces, in which case the assessment should be revised immediately.

The employer had made us aware of an ergonomic initiative from Bob Peter's while he was on vacation he seen a conveyer in a Liquor Store and wanted to Piloted the project in one of the stores in Sept. The committee was told this would be within the GTA area and one store.

The Union became aware it was piloted in the Oshawa area and not only one stores however it was two stores. And it was rolled out on Sept 25th and was able to attend the launch of the conveyor belt. Let me be clear the Union was not invited however with the powers to be and determination of our Chair, we were able to attend after the big launch and Bob Peters and the Extreme Task force. As this item has been a long standing item on the PHSC as we have asked for ergonomic correct registers' for many years.

So the initiative was present my synopsis is many tweaks need to happen hopefully soon as possible.

One the Keyboard is too far away from the cashier in both stores so anyone with arm neck and shoulder injuries will have difficulty using the keyboard. -the monitor is not adjustable and far away from the cashier and from the customer, so there will be a lot of turning and twisting from greeting the customer ringing in the order, bagging the product and taking the appropriate payment. And dispensing the cash receipts... Also both protégés are different....

Store # 358. Has a smaller conveyor belt which will limit the space for the product to be put on the belt, as well as it is not automatic our censored so the CSR has to continually push the button. Were in the second store it was bigger and automatic had more space for before and after the transaction. A pull out shelf for boxing that would need to sturdier for the weight that would be in the box.

We will be waiting for the comments to come from the members in the location to see their perception as well.

The committee has been working very hard at the top five recommendations for the FDS meeting please see attached the PHSC demands.

The next PHSC meeting is on Nov 16th 2012.

Recommendations Summary

Priority Demands

#1. Representation in return to work and accommodation matters.

Any employee, upon request, shall be entitled to Union representation in any matter concerning accommodation or return to work.

#2. Ergonomics

That the employer in consultation with the union develop and implement an ergonomics program that meets or exceeds CSA standard Z1004-12 – “Workplace ergonomics - A management and implementation standard.”

#3. Joint Accommodations and Accessibility Committee

That language be developed to provide for joint committee(s) with management members with a mandate to identify and remove barriers to the accommodation of workers and to facilitate their early and safe return to work and identify and remove barriers to persons with disabilities. That the employer provide the Ontario Disability Response Team (ODRT) Level 4 Return to Work” training (and required prerequisites) to all the committee members, including management members Bargaining unit members to be

	<p>compensated for all time and reasonable expenses to attend such training.</p> <p>#4. Health and Safety rights</p> <p>That the health and Safety Rights of workers be incorporated into the collective agreement by attaching OPSEU’s “A workers guide to the Occupational Health & Safety Act” as an appendix to the collective agreement.</p> <p>#5. Workload complaints</p> <p><i>Formal complaints of continuing unreasonable workload demands will be initiated with the store or facility management by the union local by using the workload complaint form (Appendix X) Store or facility management will respond in writing to the Union Local within 14 days identifying what measures will be taken to address the complaint. If the issue remains unresolved at the store/facility level the complaint will be forwarded to the Regional Manager who shall investigate and attempt to resolve the issue and respond to the Union in writing within 14 days. Where the issue remains unresolved at the regional level the complaint shall be forwarded to the CEO who shall investigate the circumstances and respond in writing to the union within 21 days”</i></p> <p>In Solidarity</p> <p>Jennifer Van Zetten</p>
Moved by:	Woodall
Seconded by:	Lusty
RESULT:	CARRIED
8: Education and Communications Committee Report	
Discussion	Report presented by: Fahey
REPORT:	<p>Since the last meeting the committee received an email from Heino Nielson Supervisor of communication department at OPSEU informing us of the following:</p> <p>GOOD DAY</p> <p><i>I am writing to clarify the communications policies and procedures applicable to <u>all OPSEU Divisions, Locals and members.</u></i></p> <p><i>OPSEU has a strong communications system that relies heavily on the input and involvement of members and local leaders; and the support and guidance of the union’s professional staff. Both groups have a vital and unique role to play to ensure the highest quality results! This makes for a great partnership.</i></p>

As stewards in our great union, activist members working at meetings, on picket lines, at membership meetings, at bargaining tables and committee meetings initiate and power up OPSEU's membership work. This is the responsibility they have taken an oath to fulfill.

Staff, working at regional offices and head office, add their commitment to augmenting these membership efforts through their professional skills, experience and qualifications. OPSEU is fortunate to have many specialized staff that take projects to the highest possible quality level. This partnership is at the heart of our union power. That power supports and protects the interests of all OPSEU members.

As Administrator of the Communications Division, I have a part to play in this process. I must assure that all OPSEU publications, including Divisional newsletters like ECHO meet policy and design requirements. I also double check OPSEU communications to ensure they meet legal and policy requirements. (To do this some material is first referred to legal counsel.) In the end, all material must be credible and consistent with union values.

Part of my role as Administrator is to review these publications prior to their being sent to the President's Office. This applies to all communications (newsletters, memos, blogs, emails, etc.) issued by OPSEU, including all items issued as "authorized for distribution by the President". I must ensure that only the publications that meet these standards are sent on to the President.
Without this authorization the item/publication will not be issued.

The Division or individual who initiated the publication is informed of how the review is progressing and any changes that may be required before any item is authorized for distribution.

To have material authorized for distribution, LBED needs to take the following steps in future:

- *The ECHO will be produced by OPSEU Communications Staff. While LBED activists will continue to provide the content for ECHO, staff will use their professional skills to assure that the highest possible design standards and language editing applies. Communication staff will work with the Division to develop the best system for this. It is only after this is complete that I will be able to review the material for authorization.*

- *Bargaining bulletins and other specific notices will also be developed through OPSEU staff, based on the needs of LBED activists, locals, committees and the Divex. For example, with a benefits bulletin, Benefits Unit staff may first work with the LBED committee. In the case of bargaining the assigned staff Negotiator and Supervisor will work with the LBED committee. (After this initial work a Communications Officer and Graphic Artist will also take part to add*

their input.) It is only after this is complete that I will review the material for authorization.

- *Website postings and other material will follow a similar process.*

I would also indicate that if there are problems with the way a staff member performs, concerns should be addressed with their Supervisor or Administrator. Supervisors are there to assure the highest possible quality of work. LBED activists who are not satisfied with a response can also take their concerns to the President of OPSEU. Ultimately, the President is responsible for the actions and work of all OPSEU staff.

I would encourage LBED to rely on OPSEU staff. OPSEU is a union that has terrific staff resources. Each union employee is committed to supporting member activists, committees and divisions. As set out earlier, each staff member must also ensure this work meets policy, design and legal requirements as well as being credible and consistent with union values.

By working together each partner in this process can focus on what they do best. This approach will provide OPSEU members with the best possible result. Please contact me if you have any concerns or questions.

In solidarity,

Heino Nielsen, Administrator OPSEU's Communications Division

The committee with the direction of the divex had met with Heino and staff prior to the email being sent and had come to the resolution that the committee would retain control of the Echo yet after the meeting and another divex meeting this email was sent out to us all.

The echo layout has been under ongoing business for the last 3 Divex's meetings and I as chair was quite surprised to have this email come out in the manner it did and was quite disappointed. The committee had been doing a great job in producing member driven publications and had met with OPSEU staff to ensure consistency and flow, as well as design ideas to ensure the ECHO was "acceptable" to all involved.

Since the new committee started working together last June we had produced 6 Echo's and had doubled the content. We received great feedback from members and felt the committee was "just fine" producing the Echo, which was part of the reason we were elected.

The committee would like a discussion at the divex to be held.

The committee will continue to work on educational components that can be rolled out to locals with the aid of the training dept.

Felicia Fahey

	E&C Chair
Moved by:	Fahey
Seconded by:	Vyfschaft
RESULT:	CARRIED
9. Pension and Benefits Committee Report	
Discussion	Report presented by: Lusty
REPORT:	<p>The Benefits Committee has had 2 conference calls since last report in June. The Tendering of the Benefits is complete and our new provider is Manulife. The date of change was going to be Nov 1st but has since been delayed to Dec 1st.</p> <p>We are still waiting for all documents of the contract to be signed by the Board of Directors (LCBO) before the full announcement is made to all members.</p> <p>The LCBO and the Benefits Committee has been working jointly on a Q & A to answer all the questions the members will have. This joint communication will be out to all members at the same time as the announcement.</p> <p>The committee has gone over the Demand Set by conference call and have made our recommendations for the Bargaining Team. This has been submitted to Mirla as requested.</p> <p>We are waiting on EAP #s from the LCBO</p> <p>Susan Lusty Donna Shea Stacey Sholtack Kim Macpherson OPSEU Staff</p>
Moved by:	MacLeod
Seconded by:	Fahey
RESULT:	CARRIED
10. Anti-Privatization Committee Report	
Discussion	Report presented by: Woodall
REPORT:	<p>The LCBO has supplied the Anti-Privatization committee with the latest sales from Agency Stores as at the end of December 2012. The Committee felt that a financial update of our analysis performed in 1999 was in order.</p> <p>We believe that a comparison of the top 100 stores will be most helpful in showing trends in sales growth, beer sales and Northern to Southern Agency Stores. The Committee also felt that this analysis would be a valuable tool to</p>

our bargaining team.

The Committee, recommend that Russ Christianson, from Rhythm Communications, perform the analysis. Rhythm Communications performed the analysis in 1999.

A budget was present to the DIVEX and was approved.

The DIVEX was also presented with the Committees recommendations for the Final Demand Set Conference.

The Committee also expressed their concerns with the current political environment at Queens Park. We feel that we need to be ready with some type of combative campaign against the Ontario Convenience Store Association. The threat that the OCSA poses will never go away but we need to be ready if it resurrects itself during bargaining.

We will be contacting OPSEU Campaigns department shortly for their assistance. At present, the Committee will not be investing any funds into this campaign.

The Anti-Privatization Committee

Rick Woodall – Chair

Kevin Herbert – Vice Chair

Kristina Fiore

Moved by: Van Zetten

Seconded by: MacLeod

RESULT: CARRIED

On-going Business

a) PVR Meetings

Discussion

JANUARY 2012

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. Locals were asked to forward any suspicious activity to Dave Holmes the LBED PVR Chair.

MARCH 2012

Currently the PVR process is complete. Job offers have been made and inconsistencies have been identified across the province and are being investigated.

JUNE 2012

Currently policy grievances are being filed in their respective LCBO regions by the PVR Chair.

	<u>OCTOBER 2012</u> Item will remain on agenda for ongoing updates on policy grievances.
Status	Open - ongoing
b) ECHO Layout	
Discussion	<p><u>MARCH 2012</u> 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.</p> <p><u>JUNE 2012</u> The Committee will continue with the current layout until the scheduled meeting with Heino Neilson the week after Convention 2012.</p> <p><u>OCTOBER 2012</u> Committee is disappointed with email from OPSEU regarding layout of the ECHO. Refer to report included. The committee will set up a meeting with Heino Neilson to discuss concerns.</p>
Status	Open - ongoing
c) Cooper's office location	
Discussion	<p><u>MARCH 2012</u> All LBED assets and other paperwork from the Cooper's office need 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.</p> <p><u>JUNE 2012</u> 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. Currently the Division is waiting on space to be allocated to store three filing cabinets in one of the OPSEU Regional Offices. Smokey Thomas has been notified regarding missing assets.</p> <p><u>OCTOBER 2012</u> The Division has been provided three filing cabinets located at the OPSEU Victoria Park office. During transportation from one office to the other items on the LBED asset list were misplaced.</p>
Status	Closed
Moved by:	MacLeod, To assign a dollar value to the items missing and remove from LBED asset list.
Seconded by:	Woodall
RESULT:	CARRIED

d) OPSEU Decals	
Discussion	<p><u>NOVEMBER 2011</u> Management advised Union at the last PLMC meeting that the OPSEU decals would be removed from workplace doors. Union strongly disagrees with this decision. Request will be forwarded to Smokey to advise Bob Peters about our objection.</p> <p><u>MARCH 2012</u> 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.</p> <p><u>JUNE 2012</u> The Union and the Employer had a separate meeting to discuss alternate ways to address the removal of the OPSEU Decals. More discussion is required and the employer is investigating suggestions given by the Union.</p> <p><u>OCTOBER 2012</u> All concerns and information have been forwarded to the Provincial Labor Management (PLMC) agenda for discussion.</p>
Status	Closed – Referred to PLMC
e) LBED Committee Budgets	
Discussion	<p><u>JUNE 2012</u> Staff presented the revised LBED budget allocation based on the decrease from Convention 2012. All committee chairs are to work with their assigned staff representative to ensure they are using a tracking method to remain within the OPSEU budgets presented.</p> <p><u>OCTOBER 2012</u> Alvarado has sent out OPSEU centrally funded committee budgets to respective chairs of their committees for review. Concerns from the Executive were noted and edits pending. A budget for PVR was requested from OSPEU as this committee is centrally funded.</p>
Status	Open - ongoing
f) Bargaining Bulletins	
Discussion	<p><u>JUNE 2012</u> Bargaining slogan and when bulletins will begin. The elected negotiating committee with staff support will begin the process of creating a slogan in the fall. Bargaining Bulletins will be produced by OPSEU Staff working with the negotiator and the bargaining team.</p> <p><u>OCTOBER 2012</u> OPSEU Campaigns officer Brenda Wall provided an update regarding the development of a campaign for 2013 Bargaining. Concerns were raised by the</p>

	Executive with respect to the budget presented by OPSEU for mobilizers. A conference call will be arranged with the Executive and the Bargaining Team to discuss further options and campaign ideas. Final Demand results from locals will be available Oct 17, 2012 for the Executive and Bargaining Team to review.
Status	Open - ongoing
g) Sick Credit Pool	
Discussion	<p><u>JUNE 2012</u> Delays and complications arise when the OPSEU staff person assigned to oversee the sick credit pool is on vacation or ill. Training needs to be provided to assist when OPSEU Staff are not available.</p> <p><u>OCTOBER 2012</u> The committee continues to work with OPSEU to have staff trained to deal with the sick credit pool. OPSEU will advise when a staff member has been assigned.</p>
Status	Open - ongoing
h) Assets and Audit	
Discussion	<p><u>JUNE 2012</u> Two issues have arisen when trying to prepare for the Trustee audit. Our office at the Cooper's location was packed up by OPSEU and moved outside the Theatre at the Lesmill office. These items were not in a secure location and available for anyone to sort through. Subsequently some items of value went missing prior to LBED having a full review of the contents moved.</p> <p>In March 2012 the division was sent invoices for Jan 2012-Mar 2012 in rough draft with numerous errors and missing information. As of June 2012 we have yet to receive any further invoices and have yet to reconcile invoices from January-March.</p> <p>A list of the items was presented to Smokey's office for review. The Union is still waiting on the Employer to set up a meeting to discuss invoicing and streamlining the invoicing process to prevent delays.</p> <p><u>OCTOBER 2012</u> Documentation has been forwarded to the Credit union for access to the bank statements for OLBEU retirees account. Email to be sent to trustees to arrange divisional audit for year end.</p>
Status	Closed
New Business	
1) Final Demand Set Meeting	
Discussion	Alvarado provided update regarding the LBED Final demand set meeting.

	President Smokey Thomas and First Vice President Eddy Almeida will be in attendance for opening remarks. Ann Wallace, Pay Equity negotiator will provide an update to the delegates. Brenda Wall, OPSEU campaigns will provide a update to energize the membership. Mansur Malik, OPSEU researcher will be providing support to the Bargaining Team and provide the economic overview to the delegates. Bargaining Team will meet the week prior to the meeting in order to review the results submitted by locals and the resource book to be handed out to members.
Status	Closed
2) Review of OPSEU LBED Local maps for new store openings	
Discussion	Concerns have been raised by numerous locals as the LCBO continues to relocate and build new stores. After investigation it was determined that OPSEU set up the original locals and Presidents are to contact their respective Regional Vice President (RVP) when dealing with location disputes.
Status	Closed
3) New cash stations	
Discussion	New automatic conveyor cash stations are being piloted throughout the province. Members are asked to provide feedback to the Union when using this new equipment. Please forward comments and concerns to the Provincial Health and Safety committee.
Status	Open - ongoing
4) Anti-Privatization	
Discussion	The committee feels having an updated repatriation statistics as the last review was done in 2009. Alvarado advised this information will not be provided in bargaining.
Status	Closed
Moved by:	Woodall, To set aside \$6000 to have Rhythm Communications complete an updated agency store sales review and analysis to the Executive.
Seconded by:	Vyfschaft
RESULT:	Carried
5) LBED Policy 04/07 – BPS All Chairs update	
Discussion	Davis provided an update from the BPS All Chairs meeting. The process of assigning a designee when the Chair is not available to attend was discussed.
Status	Closed
6) LBED Bylaw review	
Discussion	The Executive discussed future by-law review and suggested amendments for consideration.
Status	Open - ongoing
7) Divisional committee meetings during bargaining	

Discussion	Committees that meet face to face with the employer will be required to stand down once notice to bargain has been filed. Questions were raised whether the Executive, Education Communications and Privatization would still meet during bargaining as they do not meet face to face. Further investigation and discussion are required.
Status	Open - ongoing
8) Next ECHO	
Discussion	A discussion was had surrounding future editions of the ECHO. Fahey indicated a hard copy ECHO was being developed to hand out at the Final Demand Set meeting for attendees to take home.
Status	Closed
9) Remembrance Day memo	
Discussion	A memo needs to be developed to forward to Local Presidents outlining what rate of pay will be applied on Sunday Nov 11, 2012. The Employer issued a notice early in the year outlining pay for holidays in 2012 and will re-issue to worksites for further clarification. The Grievance Committee has been asked to work with OPSEU staff to develop a memo for circulation.
Status	Open - ongoing
10) Equity Leadership meeting update	
Discussion	Vyfschaft provided a verbal report outlining the concept of the day was to discuss the political agenda of austerity. It was suggested to talk up your neighbors, family and friends in order to break down the myths of austerity and how the government uses this as a fear tactic so people concede to legislative concessions.
Status	Closed
11) Fundraising policy grievance update	
Discussion	The fundraising policy grievance was filed in 2010 as a result of intimidation, harassment and negative comments members received on performance appraisals. The Employer is firm that any fundraising efforts are part of the CSR's job classification. The Union entered into mediation-arbitration and was advised to settle to the terms as the Union's argument was not strong enough to take to arbitration. The goal of this grievance was to stop the intimidation and harassment members receive by management when not performing as well as other employees. The Employer will be issuing a notice to all worksites indicating harassment and intimidation is not condoned. If members continue to experience negative comments, intimidation or harassment with respect to fundraising please contact your Local President and refer to the Employer's notice.
Status	Closed
12) Updates from Negotiator Mirla Alvarado	
Discussion	The Equity Department has developed a new form to be used by members when requesting accommodation for OPSEU events. The policy has not

	<p>changed, only the form. Once members complete the form information is logged to avoid repeated requests for further information each time an accommodation is required.</p> <p>Alvarado has been assigned to work with the PVR committee. Challenges need to be filed as soon as possible and feels filing by region would be most effective</p> <p>A new organizing booklet will be available soon from OSPEU covering Union Basics, Ontario Labor Relations Act (OLRA) and OSPEU Owner's manual to replace Your Home in OPSEU booklet currently available.</p>
Status	Closed
Adjournment	
Moved by:	MacLeod
Seconded by:	Woodall
RESULT:	Carried at 4:15 pm