

 <p><b>Liquor Board</b> Employees Division Division des employés de la régie des alcools</p>	<h2 style="margin: 0;">LBED Divisional Executive Minutes</h2>
<p>Divisional Executive Meeting April 9<sup>th</sup> &amp; 10<sup>th</sup>, 2015 Lesmill OPSEU Office</p>	
<p>Attendees</p>	<p>Denise Davis, Chair Colleen MacLeod, Secretary/Treasurer Jennifer VanZetten, Health and Safety Committee Chair Susan Lusty, Pension &amp; Benefits Committee Chair Rick Woodall, Anti Privatization Committee Chair Craig Hadley, Education and Communications Committee Chair</p> <p>Absent: Jeremy Trainor, Vice Chair</p>
<p>Call to order 9:30 AM.</p>	
<p><b>1: Adoption of Agenda</b></p>	
<p>Discussion</p>	<p>Items added to the agenda –</p>
<p>Motion by:</p>	<p>VanZetten– To accept agenda</p>
<p>Seconded by:</p>	<p>Lusty</p>
<p>RESULT:</p>	<p>CARRIED</p>
<p><b>2: Previous Minutes</b></p>	
<p>Discussion</p>	<p>January minutes have been reviewed and edited via correspondence and emailed to Local Presidents.</p>
<p>Motion by:</p>	<p>Hadley – To accept January 2015 minutes as emailed.</p>
<p>Seconded by:</p>	<p>VanZetten</p>
<p>RESULT:</p>	<p>CARRIED</p>
<p><b>3: Matters arising from minutes</b></p>	

These minutes are NOT to be posted within the workplace or online as they include sensitive data.

Discussion	none																																												
Motion by:																																													
Seconded by:																																													
RESULT:																																													
<b>Officer Reports</b>																																													
<b>4: Chair Report</b>																																													
Discussion	Report presented by: Davis																																												
REPORT:	<p style="text-align: center;"><b><u>Provincial Labour Management Committee (PLMC) update</u></b></p> <p>Our most recent PLMC meeting was held on March 17, 2015. The three Divisional officers attended along with Anne Makela, Kevin Arthur and Robin Reath. The minutes are still under review and we will publish as soon as they are approved. As usual the finalized minutes will be emailed out to all Local Presidents for their reference and posted in all workplaces for members to read. A summary of all provincial meeting dates which include the regional committee meetings is below. Local Presidents and regional committee chairs use these meetings to bring forward and discuss local labour management issues. It is the not the forum to discuss issues that have been grieved.</p> <table border="1"> <thead> <tr> <th><u>2015</u> Labour/Management meetings</th> <th><u>Committees meet 4</u> <u>times per year</u></th> <th><u>Date</u></th> <th><u>Chair</u></th> </tr> </thead> <tbody> <tr> <td>January</td> <td>Ottawa Warehouse</td> <td>January 16</td> <td>Clint Skakun</td> </tr> <tr> <td></td> <td>Western Region</td> <td>January 21</td> <td>Robin Reath</td> </tr> <tr> <td></td> <td>Central Region</td> <td>January 23</td> <td>Mike Garner</td> </tr> <tr> <td></td> <td>Durham Warehouse</td> <td>January 29</td> <td>Jeremy Trainor</td> </tr> <tr> <td>March</td> <td>PLMC</td> <td>March 17</td> <td>Denise Davis</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>April</td> <td>Northern Region</td> <td>April 22</td> <td>Anne Makela</td> </tr> <tr> <td>May</td> <td>Durham Warehouse</td> <td>May 11</td> <td>Jeremy Trainor</td> </tr> <tr> <td></td> <td>Central Region</td> <td>May 26</td> <td>Mike Garner</td> </tr> <tr> <td></td> <td>Western Region</td> <td>May 27</td> <td>Robin Reath</td> </tr> </tbody> </table>	<u>2015</u> Labour/Management meetings	<u>Committees meet 4</u> <u>times per year</u>	<u>Date</u>	<u>Chair</u>	January	Ottawa Warehouse	January 16	Clint Skakun		Western Region	January 21	Robin Reath		Central Region	January 23	Mike Garner		Durham Warehouse	January 29	Jeremy Trainor	March	PLMC	March 17	Denise Davis					April	Northern Region	April 22	Anne Makela	May	Durham Warehouse	May 11	Jeremy Trainor		Central Region	May 26	Mike Garner		Western Region	May 27	Robin Reath
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	Ottawa Warehouse	May 28	Clint Skakun
June	PLMC	June 16	Denise Davis
	Northern Region	June 17	Anne Makela
July			
August	Central Region	August 14	Mike Garner
	Durham Warehouse	August 18	Jeremy Trainor
	Western Region	August 26 (tentative)	Robin Reath
September	PLMC	September 11	Denise Davis
	Northern Region	September 16	Anne Makela
	Ottawa Warehouse	September 16	Clint Skakun
October	Western Region	October 19 (tentative)	Robin Reath
	Durham Warehouse	October 20	Jeremy Trainor
	Central Region	October 23	Mike Garner
November	PLMC	November 5	Denise Davis
	Northern Region	November 18	Anne Makela
December			

**LBED Employment Equity Committee meetings**

The meeting dates for 2015 are February 17<sup>th</sup>, May 20<sup>th</sup>, September 9<sup>th</sup> and November 25<sup>th</sup> 2015. Tim Vining of the OPSEU Equity Unit has been assigned to our committee and brings a great wealth of knowledge to it. We continue to discuss the LCBO policy on formal investigations- internal and external, the policies on French Language service and the harassment and discrimination policy. We are also reviewing the accessibility of the Retail Customer service desks, card readers and counters.

**OPSEU's Equity Unit**

The Equity Unit advises OPSEU provincial and regional committees and caucuses on issues related to women, people with disabilities, workers of colour, Aboriginal workers, lesbian, gay, bisexual, transgender/transsexual, intersexed, asexual, queer, questioning and two spirited (LGBTTIAQQ2S) workers, francophones and young workers. The Unit also provides strategic expertise and support to staff and individual members in relation to

campaigns, grievances, mediation, harassment and discrimination complaints, policy initiatives and training related to human rights. The Equity Unit can be contacted in confidence at [equity@opseu.org](mailto:equity@opseu.org) , 416-443-8888 or 1-800-228-7376 ext. 8790.

### **OPSEU Human Rights Complaint- update**

The Human Rights complaint is proceeding and the formal hearing dates are scheduled for the week of July 6, 2015 and the week of July 20, 2015. Steve Nield of OPSEU has advised us that over 1400 casuals have signed the complaint and OPSEU has received 15-20 casual testimonials describing what they deal with on a day to day basis working as a casual at the LCBO. We encourage all casual members to send in their stories to Steve Nield at [snield@opseu.org](mailto:snield@opseu.org). At the present time the legal counsel who is representing OPSEU in this case is contacting individuals that have signed onto the complaint to go over plans and details before the hearing begins. If members haven't signed up to participate please contact Steve Nield.

### **2015 BPS Conference and the LBED Sector Meeting**

The 2015 BPS Conference will be held on June 5<sup>th</sup> and our LBED Sector meeting will be held on June 6<sup>th</sup> and 7<sup>th</sup> at the Sheraton Hotel, 123 Queen Street West. At the LBED meeting we will be adopting and accepting the revised Divisional By-laws and Negotiating Procedures resulting from our 2013 Divisional meeting along with any other proposed changes. The LBED draft bylaws and negotiating procedures were sent to all Local Presidents to share with their members and if necessary hold a General Membership meeting to send in bylaw changes. The deadline to send in the appropriate paperwork is May 11, 2015 at 5:00 pm.

### **Connecting with OPSEU: update your member information**

It's important to stay in touch with your union. By updating your membership information, including your name, union membership number and email address, you will receive email updates on union activities as well as important notifications on issues such as Tele Town halls, bargaining, rallies and how you can help build a better future for working people. OPSEU protects your privacy, and keeps you informed of important union news and events. Call OPSEU Resource Centre at 416-443-8888 or Toll Free 1-800-268-7376. If you have election meetings

	<p>in your local please ensure that your staff representative shares the new contact information with the LBED Secretary/Treasurer, as this is not automatically done. Thanks</p> <p><b><u>LBED Orientation meetings with new hires</u></b></p> <p>These meetings with our new members seem to be going very well. If you are having any problems please email me. Also remember that casual members can join the plan. If you need to get more information regarding pensions please contact Susan Lusty at <a href="mailto:susan.lusty@gmail.com">susan.lusty@gmail.com</a> .</p> <p><b><u>New LBED Presidents and LEC members</u></b></p> <p>Welcome to all newly elected Presidents and LEC members. We presently forward all approved Divex minutes to all LBED local Presidents and highest ranking LBED members in composite locals. If you have become a new President in the last six months we would like to forward you the past meeting minutes for 2014 for your reference. Please email Colleen or I and we will get them sent out to you.</p>
Moved by:	Woodall – To accept report as presented
Seconded by:	Lusty
RESULT:	CARRIED
<b>5: Vice Chair Report/Grievance Committee Report</b>	
Discussion	Report presented by: Trainor via email
REPORT:	<p>The committee last met February 19/20. The Committee has the following dates scheduled for next year: April 30/May 1 and June 3/4. As of January 19, 201 there are 1541 grievances that at stage 4.</p> <p><b><u>Key Grievances</u></b> Val Patrick, Grievance Officer, was invited by the Chair to report on key grievances.</p> <p><b><u>Decisions</u></b> There was an arbitration decision since our last meeting. Here is a brief synopsis. I have attached the Decision.</p>

	<p>GSB 2012-0551 Hall</p> <p>The Grievor was a fulltime member working out of Durham Warehouse. He was accused of stealing product from the warehouse. The Employer could not produce any direct evidence proving that the grievor had taken the product from the warehouse. The Employer could produce any direct evidence that the grievor had placed product in his pants or in his car. These were the accusations in the NOID letter.</p> <p>The Union made several arguments. First being that the Employer could not produce the evidence the grievor took the product. Secondly, the Union argued that the Employer could of approached the grievor on the day in question, not doing so prejudiced the grievor’s ability to prove that he did not take the product. The Union also argued that there was evidence justifying the grievor’s actions. And finally that sequence of events would not provide the grievor with enough time to take the product.</p> <p>The grievance was dismissed and the discharge of the grievor was upheld. The arbitrator did not believe the evidence given by the grievor. The arbitrator believed the probability of the grievor taking the product was greater than the probability that he didn’t or that someone else did.</p> <p>This is an example of how grievances differ from the court of law. With grievances only a high probability of an event or action happening is needed to uphold discipline or dismissals. Proof beyond a reasonable doubt is not needed.</p>				
Moved by:	Davis – To accept report as presented via email				
Seconded by:	VanZetten				
RESULT:	CARRIED				
<b>6. Secretary/Treasurer’s Report</b>					
Discussion	Report submitted by: MacLeod				
REPORT:	<p style="text-align: center;">Divisional Dues LBED Account Statement Date                      January 31, 2015</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <th colspan="2" style="background-color: #d9e1f2;">SUMMARY OF DEPOSITS AND LOANS</th> </tr> <tr> <td>Daily Interest Savings</td> <td style="text-align: right;">\$0.00</td> </tr> </table>	SUMMARY OF DEPOSITS AND LOANS		Daily Interest Savings	\$0.00
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Daily Interest Savings	\$0.00				

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Business Chequing	\$42,087.15
Membership Shares	\$25.00
Total Deposits	\$42,112.15

<b>Daily Interest Savings Account</b>		DEBITS	CREDITS	BALANCE
Balance Forward				
31-Dec-14				\$0.00
Balance as of:				
31-Jan-15				\$0.00

<b>Business Chequing Account</b>		DEBITS	CREDITS	BALANCE
Balance Forward				
31-Dec-14				\$45,788.96
26-Jan-15	Cheq #223 -R. Woodall (By-Law Review)	\$257.77		\$45,531.19
	*Issued to cover expenses for LBED By-Law Review 2015			
26-Jan-15	Cheq #217 -D. Davis (Supplies-Printers x3)	\$1,002.86		\$44,528.33
	*Issued to cover expenses for three portable printers			
27-Jan-15	Cheq #215 -D. Davis (OPSEU Board Meeting)	\$658.12		\$43,870.21
	*Issued to cover expenses to attend OPSEU Board Meeting Dec 2014			
27-Jan-15	Cheq #216 - D. Davis (By-Law Review)	\$407.76		\$43,462.45
	*Issued to cover expenses for LBED By-Law Review 2015			
27-Jan-15	Cheq #221 - S. Lusty (By-Law Review)	\$456.76		\$43,005.69
	*Issued to cover expenses for LBED By-Law Review 2015			

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27-Jan-15	Cheq #222 - J. VanZetten (By-Law Review)	\$642.54		\$42,363.15
	*Issued to cover expenses for LBED By-Law Review 2015			
29-Jan-15	Cheq #214 -J. Trainor (Cell Phone)	\$93.40		\$42,269.75
	*Issued to cover expenses for Vice Chair Cell (Oct & Nov 2014)			
29-Jan-15	Cheq #218 - J. Trainor (By-Law Review)	\$174.00		\$42,095.75
	*Issued to cover expenses for LBED By-Law Review 2015			
30-Jan-15	Statement Fee	\$5.00		\$42,090.75
31-Jan-15	Service Charge	\$3.60		\$47,087.15
<i>TOTALS</i>		<i>\$3,701.81</i>	<i>\$0.00</i>	
Balance as of:				
31-Jan-15				<b>\$42,087.15</b>

Divisional Dues LBED Account

Statement Date

February 28, 2015

SUMMARY OF DEPOSITS AND LOANS	
Daily Interest Savings	\$0.00
Business Chequing	\$41,603.78
Membership Shares	\$25.00
Total Deposits	\$41,628.78

<b>Daily Interest Savings Account</b>	DEBITS	CREDITS	BALANCE
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Balance Forward			
31-Jan-15			\$0.00
Balance as of:			
28-Feb-15			\$0.00

<b>Business Chequing Account</b>		DEBITS	CREDITS	BALANCE
Balance Forward				
31-Jan-15				\$42,087.15
29-Jan-15	Cheq #220 - R. Reath (By-Law Review)	\$477.77		\$41,609.38
	*Issued to cover expenses for LBED By-Law Review 2015			
30-Jan-15	Statement Fee	\$5.00		\$41,604.38
31-Jan-15	Service Charge	\$0.60		\$41,603.78
<i>TOTALS</i>		\$483.37	\$0.00	
Balance as of:				
28-Feb-15				\$42,087.15

### 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 **Dec 2014** was **39.406** days.

The amount of days charged to the 900 day pool in **Jan 2015** was **64.094** days.

	<p>The amount of days charged to the 900 day pool in <b>Feb 2015</b> was <b>59.19</b> days.                  The amount of days charged to the 900 day pool in <b>Mar 2015</b> was <b>73.78</b> days.</p> <p>The LBED RUL Forms are currently in priority sequence and will be completed by Staff and forwarded to the Executive for approval.</p> <p>The Divisional Officers have questioned OPSEU numerous times on the status of our Financial reports. Numerous email requests and face to face meetings have been scheduled where we were reassured we would receive the pertinent documents. To date we still have missing documents which interfere with getting the LBED books audited by the Trustees. The Div-Ex will be contacting the OPSEU Executive Board for assistance.</p> <p>Budgets must be prepared for unfunded committees and the Pool of Days to be presented at our Divisional meeting. The Secretary Treasurer will be meeting with the LBED trustees with all the information available.</p>
Moved by:	VanZetten– To accept report as presented
Seconded by:	Hadley
RESULT:	CARRIED
<b>Committee Reports</b>	
<b>7: Health and Safety Committee Report</b>	
Discussion	Report presented by: VanZetten
REPORT:	<p>The PHSC last meeting was on February 1, 2015 the committee continues to work on many outstanding agenda items, ergonomics, bio hazards, Bodily Fluid and contaminated money, emergency procedures, LCBO management health and safety teams, stores with Asbestos, EZ box cut openers, MOL orders, OHSA section 51 &amp; 52 notice of accident and notices. The committee has also been working on a member driven project to work with the University of Waterloo on RSI injuries, increase our awareness in ergonomics and create a physical demands analysis of our own jobs.</p> <p>All H&amp;S reps and committee reps will be working on the New Health and Safety Inspection Report which includes Section 51&amp;52 of accident and Notices within the OHSA. Reps should be given all pertaining information of Notices of accidents within the workplace, so with it on the inspection report this will help assist and make</p>

Management accountable to ensure Reps are notified.

Bio Hazards and clean up is still an issue for our members and we are working on forcing the employer to come with a policy that is safe and consistent across the province.

Ergonomics have also been on the agenda and will continue to stay on the agenda as the employer is always rolling out New ergonomic initiatives; however in retail the pilot projects for the cash stations and conveyor belt that was piloted in a few LCBO stores have Not been successful as many were very ergonomically correct. The hydraulic cash registers have been successful in many locations; however the committee has been waiting since November 2014 for an update on the survey that was to be performed within the stores.

Stores with asbestos

Status of asbestos committees—clarify supervisor/manager as per OHSA Regarding JHSC composition in C & D stores, union specified their position that a worker member of the committee shall be any union appointee from that store/Local are from the bargaining unit and management rank appointee should be from the DM level.

Union has concerns of members handling blood and spoiled money. The Employer indicated that stores are supposed to be using gloves and zip-lock bags. However the Union is requesting that a policy be put in place and training to happen for everyone, The Union reported concerns regarding sharing jackets and bodily fluids and asked about getting liners for LCBO jackets. The employer yet again is exploring alternatives.

Unions Pilot Project with the University of Waterloo

The University Of Waterloo and the LBED steering committee of six members have come together to Reduce RSI Injuries and assist with creating a PDA (Physical Demand Analysis) which will be able to help member reps to assist in Accommodation meetings and Accommodation Work Plans. Workers in Liquor Board Division (LBED) represent a quarter of OPSEU and WSIB claim appeals and are 4% of OPSEUs membership. No wonder- LBED workers have some of the most physically demanding jobs in OPSEU membership. They are also an aging workforce. The burden of injuries they suffer is tremendous. Workers move around load and unload heavy cases of liquor products every day. They do repetitive work on cash stations, push carts stock shelves, and use almost every muscle in the body. All these forces on their bodies cause debilitating conditions that lead to temporary and permanent impairment.

Regressive WSIB polices blame injuries on age and pre-existing conditions, which means compensation is often denied for LBED as well as other workers. However, LCBO approaches make things even worse. The LCBO holds up their job rotation (duty roster) As proof that the job isn't repetitive, despite the fact that job rotation is not workable and often does not occur. This leaves workers with injuries but having their claims for compensation DENIED. The LCBO also manages claims by offering return to work long before the employer even knows the worker restrictions. This Blanket offer of return to work makes a mockery of what is supposed to be the

individualized nature of accommodations. The strategy robs the worker of WSIB Loss of Earnings Benefits and disqualifies the worker from sick leave all at the time. The result - The worker is often at home, injured and without pay of any kind. Those workers who return to work in these often unsuitable Blanket accommodation plans sustain or worsen their injuries.

Being assisted by OPSEU S Health and Safety Unit, and six LBED members would act as the steering Committee and oversee the project along with the University of Waterloo and the Center for Research Expertise for the prevention of Musculoskeletal Disorders (CRE-MSD). CRE-MSD has an on-line survey that identifies risk factors for Musculoskeletal injuries so that health and safety representatives and joint health and committee members (JHSC) can prioritize hazards for action. The steering committee (of 6) would have 3 meetings with CRE MSD to coordinate, collect and disseminate preparation material, and develop and review results and reports. Each member of the steering committee would identify and communicate with a rep in each store/warehouse to do the survey.

2. Resources created- written Physical Demands Description for LBED jobs/tasks:

The steering committee members consisting of 6 people will then meet to create a physical demands description of LCBO jobs in collaboration with the Occupational Health Clinics for Ontario Workers (OHCOW), and their resources.

Goals of the project:

- a) Raise LBED members knowledge and understanding of ergonomic hazards in specific LBED jobs which would build the capacity of JHSC/ reps to make recommendations to the employer to improve working conditions for LBED members
- b) Collect and produce evidence-based data about ergonomic hazards specific to LBED as a tool to use in a) local action plans, b) bargaining, c) policy recommendations to the LCBO, d) WSIB appeals
- c) Produce and deliver resources for LBED members to use. WORKER -CREATED Physical Demands Descriptions that describe the jobs within the LBED Division which would be great tools to use province-wide in health and safety prevention, bargaining, grievances, compensation claims, and accommodation meetings and work plans.

Your LBED PHSC is dedicated to continuing a relationship with the University of Waterloo and are currently working on a proposal to the Executive Board for funding to help assist us with making sure our members are Trained and Educated on RSI injuries and PDA to be able to represent our members in a meeting to return back to work safely and with meaningful work.

In Solidarity

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	Jennifer Van Zetten Chair PHSC LBED Rob Mithrush Tammy Rogers PHSC Next meeting is scheduled for May 5, 2015
Moved by:	Lusty - To accept report as presented
Seconded by:	Davis
RESULT:	CARRIED
<b>8: Education and Communications Committee Report</b>	
Discussion	Report presented by: Hadley
REPORT:	<p><b>Educations and Communications Report</b> Echo newsletters are being published every two weeks due to the campaign against privatization. Newsletter content has shifted to combat the latest privatization threat placing anti-employer content on the backburner for the time being. Employer relation articles will still be published BUT our job security is the priority right now.</p> <p><b>Social media</b> <b>Echo Live</b> – Is complete and on the LBED Facebook page. The URL and the introduction is featured in the latest Echo. The video resides on the OPSEU YouTube page and the link is: <a href="https://www.youtube.com/user/OPSEUSEFPO/videos">https://www.youtube.com/user/OPSEUSEFPO/videos</a> An email notifying local presidents went out with the information the day the videos were released. It's the committee's hope that video mediums are used for future communications to our members.</p> <p><b>FACEBOOK</b> “Like's” and Share's of articles continue to organically rise. As of April 28<sup>th</sup> the page is 19 “like's” away from the milestone of 500. Content is added daily and the page is still monitored 24/7. On average reach ranges between 800 and 3000 views per week. Post clicks and share amount vary, between a few hundred and a few thousand. In order for the LBED Facebook to grow, OPSEU needs to fix it's web site by making it user friendly and post online Echo material in a timely fashion.</p> <p><b>Education Material</b> The committee has been working on education material to be sent out to local presidents in the form of a bulletin. A piece should be emailed out before Convention or shortly thereafter. The intent of the piece is to explain the C.A in</p>

	laymen terms. It was decided that C.A pieces will not appear in the Echo.
Moved by:	VanZetten - To accept report as presented
Seconded by:	Woodall
RESULT:	CARRIED
<b>9. Pension and Benefits Committee Report</b>	
Discussion	Report presented by: Lusty
REPORT:	<p><b>Benefits and Pensions Report</b>  The Benefits and Pensions Committee has met with the Employer as the JBRC to go over the financials with Manulife.</p> <p>There is still a lot of issues with Manulife that we are working on as a committee. We still need members to send us documentation of the issues that are affecting them to take forward.  We have 3 policy grievances that have been heard at 3<sup>rd</sup> stage.  Next meeting is on May 27<sup>th</sup> at Manulife Head office in Waterloo with management.</p> <p><b>CASUALS BENEFITS</b></p> <ul style="list-style-type: none"> <li>· 692 employees re-qualified for benefits effective April 1, 2015, of which 658 opted in and 34 opted out;</li> <li>· 425 employees qualified for benefits effective April 1, 2015 of which 194 opted in and 231 opted out; and</li> <li>· Total number of employees eligible for benefits effective April 1, 2015: 1,117 of which 852 opted in and 265 opted out.</li> </ul> <p>There were 118 casuals' between 1200-1300 hours, of those there are 12 members with 1290.00-1299.75 hours that we are taking a look at.  The committee also asked for the members whose hours are between 1200-1300 and there was 118 members and of those there are 12 members who are above 1290.00 hours. 5 of these members actually have 1299.00-1299.75.</p> <p><b>EAP</b>  The utilization for the EAP in 2012 was 9% and you will find attached 3 graphs showing the EAP Utilization by Counselling Services  We are still waiting on Stats for 2013 and 2014 from the employer.</p>

## **PENSIONS**

The committee is still trying to get more casuals to sign up to the Pension Plan, they can call the LCBO head office and they will send the casuals the forms to be filled out to join.

### **Q- AND FOR POST RETIREMENT BENEFITS**

*Note: The information contained in this article is based on the information collected by OPSEU thus far. Please note, we have not received or reviewed a copy of the legislation that determines the answers to the questions. The answers below are based on the information shared by the government, not on OPSEU's review of the documentation required to enact the changes.*

### **Q-HOW DO THE CHANGES FOR ELIGIBILITY AND COST SHARING FOR POST-RETIREMENT BENEFITS ANNOUNCED BY THE GOVERNMENT AFFECT US AS LBED MEMBERS?**

The changes affect LBED members as members of the OPTrust. The proposed changes will affect all members of the OPTrust who do not retire before January 1, 2017.

Therefore, if you do not qualify for benefits before January 1, 2017 then you will be required to be eligible under the new eligibility criteria. The new criteria are:

- Have at least 20 years of pension credit
- Retire from OPTrust on an immediate unreduced pension.

If you are eligible for benefits but retire after 2016, you will be required to pay for 50% of the cost of the benefits – regardless of which criteria you use to qualify.

### **Q-WILL I HAVE ANY BENEFITS WHEN I RETIRE?**

It will depend on if you qualify for the benefits. If you are eligible then you and your survivors (if applicable) will have benefits for life, as long as you pay the cost of the premiums.

### **Q-HOW MUCH WILL BENEFITS COST ME AFTER 2017 IF I HAVE MY 10 YEARS AND I RETIRE BEFORE 2017?**

Based on the information we have now, if you qualify for post-retirement benefits and retire before 2017, the cost for benefits will be based on the cost sharing arrangement listed in the Central OPS Collective Agreement.

Currently, OPS members do not pay any premiums for benefits and therefore current retirees do not pay for their benefits. If the cost sharing arrangement changes for OPS members, then it will affect you as a retiree as well.

### **Q: IF I QUALIFY FOR BENEFITS BUT RETIRE AFTER 2016 HOW MUCH WILL THE BENEFITS**

**COST ME?**

The cost of benefits changes each year. Based on today's premium rates for single coverage the cost is approximately \$75 per month; for family coverage the cost is approximately \$125 per month.

**Q- HOW MUCH WILL BENEFITS COST ME AFTER 2017 IF I DON'T HAVE MY 10 YEARS AND RETIRE BEFORE 2017?**

If you don't have 10 years and decide to retire before 2017 you will not be eligible for benefits.

**Q-IF I WAS TO RETIRE AFTER 2017 AND QUALIFY FOR BENEFITS BASED ON EARNING THE 10 YEARS PRIOR TO 2017 DO I STILL HAVE TO PAY 50% OF MY PREMIUM?**

Yes. If you are eligible for benefits prior to 2017 (based on the 10 year criteria), but you decide to retire after 2017, you will have to pay for 50% of the cost.

**Q- DO I STILL HAVE TIME TO BUY BACK PENSIONABLE TIME?**

Yes. The OPSEU Pension Plan will allow you to buyback service at any time. The cost of the buyback may be expensive and is based on your age, therefore you are encouraged to inquire as early as possible, especially if you haven't been contributing to OPTrust for 10 years as you may still qualify to buyback service and have the employer match contributions. As long as you complete your purchase prior to 2017 your eligibility will be based on the 10 year rule.

**Q-DOES THE LCBO MATCH BUYBACK CONTRIBUTIONS?**

There are different rules to buyback service and the LCBO may match your contributions. It is important to inquire as early as possible, as the earlier you inquire the more likely it will be that the employer will match the contributions.

**Q-AS A CASUAL CAN I QUALIFY FOR THE BENEFITS IN RETIREMENT AND IF SO HOW?**

Yes. While the criteria for eligibility is widely publicized as 10 years of credit in the pension plan, you can also qualify for benefits based on 10 years of continuous service with at least some credit in each of those years. If you meet this criteria prior to 2017, even without 10 years of credit in the pension plan, then you will be eligible at retirement for benefits.

It is unclear at this time whether or not this second criterion will apply based on 20 years (i.e. 20 years of continuous service with at least some credit in each year). However, it is important to note that after 2016 the criterion is expanding to include the type of pension you retire on. After 2016 to qualify for benefits you also must retire from the LCBO on an immediate unreduced pension. If you do not qualify for Factor 60/20, Factor 90 or are not age 65,



you will not be eligible for benefits when you retire.

**Q-IF I WAS PLANNING TO RETIRE IN 2017 SHOULD I LOOK AT RETIRING EARLIER?**

It is something to consider. If you might be eligible to retire (whether on a reduced or unreduced pension) prior to 2017 it is prudent to look at your options. If you might be eligible, you should contact OPTrust and ask for a pension estimate based on a retirement date of December 31, 2016 and compare it to a pension estimate after the date the eligibility criteria changes. Compare your estimates and decide whether it might be worth it to retire a bit earlier because the difference in pension is less than the cost of the benefits.

**Q-WHO DO I CONTACT TO FIND OUT IF I SHOULD GO EARLIER THAN MY ORIGINAL PLANNED DATE?**

Contact OPTrust. They will advise you regarding your eligibility for pension and post-retirement benefits. They can also provide you with an estimate of your pension based on different dates as well.

**Q-WILL THE COST OF BENEFITS PREMIUM BE THE SAME FOR ALL RE; PFT, CASUAL, PPT, SEASONAL?**

Yes. The cost of your benefits will not be based on your status pre-retirement. The cost of the benefits is the same for everyone.

**Q – I'M NOT HAPPY ABOUT THESE CHANGES; WHAT CAN I DO ABOUT IT?**

It is incredibly important to voice your displeasure with the changes. OPSEU is encouraging you to contact Premier Wynne and your MPP. There is a template on the OPSEU website you can use to send your message to the premier. Visit [www.opseu.org](http://www.opseu.org) and visit the LBED section of the website. There you will see an article titled "Email the Premier about retiree benefits." Click on the article and you will see the template there.

**SICK CREDIT POOL STATS**

--# for usage of the days borrowed from the Sick Credit Pool for 2014 400.65

--final #s for 2014 left

Balance at the end of 2013 2,789.5 which included 167 people hired, 398.5 days borrowed and 186.78 days paid back into the pool in January 2013.

In 2014 there were 400.65 days borrowed, 134 members appointed and 185.2 days paid back in January 2014. The balance at the end of the year was 2,708.05

--what has been used this year 2015 so far

For January and February we have had 9 people appointed (I haven't received a report from LCBO for the month of

March yet), 37 days borrowed to date (but all in January) and 207.5 days paid back in January 2015. There was also a 38 day adjustment because an audit was done and it was noted that there were 2 advances granted previously that hadn't been recorded. Therefore the balance as of the end of February 2015 is 2,849.55 days.

### **SICK CREDIT POOL LBED sick credit pool Information & application**

#### General Information and Guidelines

As a full time or seasonal member of OPSEU's Liquor Board Employees Division, you may be eligible for the sick [credit](#) pool if:

- You have used all other credits, both attendance/sick and vacation; AND
- Have available sick credits in the pool.

Note: If you are on a leave longer than three weeks you must have exhausted your [Employment Insurance](#) entitlement.

[To apply](#), you need to complete the attached application and provide supporting documentation. The following must be submitted:

- a. The application form;
- b. Authorization form allowing LCBO to disclose personal attendance information to OPSEU;
- c. A statement from your doctor. This statement need not have your diagnosis; rather it is a statement that you are under the care of a doctor for a medical condition and the date your doctor anticipates you will be returning to work;
- d. A completed statement promising to pay back the sick credit pool when you return to work;
- e. Applicants may be required to submit further medical certificates and/or other data or releases required for review purposes.

Please review the [application](#) information and complete the application form in full. Return to the application, authorization/release form AND your doctor's statement to the sick credit pool coordinator.

Once your application has been processed and approved, the sick credit pool coordinator will notify the LCBO to make [payment](#). LCBO will make payment via direct deposit and will be made on the next pay date that is open for processing. Please note that due to LBCO processing timelines, you will receive the advance usually 2-4 weeks after the approval is submitted to LCBO for payment. In addition, the sick credit pool coordinator at OPSEU will send you an email (where available) advising of the approval. If email is not available, a letter will be sent to your

home.

If your application is not approved or if more information is required you will be contacted.

Once you have returned to work, you will be required to repay the advanced amount. Repayment is made by deducting 5 days of your attendance credits per year until the full amount is repaid. For example, if you are normally awarded 15 attendance credits per year, while re-paying the sick credit pool, 5 will be directed toward the pool and the 10 remaining days will be available to you for use.

#### Summary of Rules

Leave of less than 3 weeks:

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

Leave greater than three weeks:

- Must use all attendance and vacation credits first.
- Must have exhausted Employment Insurance (EI) benefits.
- Once EI is exhausted (15 weeks) and if you still require more days before you are eligible for [Long Term disability](#) (LTIP), then the Sick Credit Pool can grant the number of days needed to a maximum of thirty-five (35) days total.

To be eligible you must be a bargaining unit member who full-time or seasonal employee entitled to attendance credits and have completed your probationary period. This includes seasonal workers who have attained 12 months of accumulated service

A member cannot borrow any more than 35 days total. For example, if you previously had been granted 35 days and had paid back 10 days to the pool, only 10 days will be available to be borrowed.

All other benefits including attendance and vacation credits must first be used. NOTE: For those who are off for three weeks or more you must first apply for and collect Employment Insurance (EI). Normally, there is a two week waiting period for Employment Insurance where you will not be paid, however, this waiting period can be waived if you have received sick leave pay; please inquire with the Employment Insurance office to see if this might be an

option for you.

Applications can be submitted prior to the termination of all other credits but consideration will also be given to applications submitted after one returns to work.

Disqualification can result from a frivolous use of the sick credits or false statements on the application.

Credits from the pool cannot be advanced under the following circumstances:

- Disciplinary action (i.e. suspension without pay)
- Illness recovery programs, modified schedules due to work accommodation and/or work hardening programs.

The contribution of one (1) day by each new employee within the bargaining unit will take place one month after their appointment date.

**NOTE: ANY FALSE STATEMENTS AUTOMATICALLY DISQUALIFIES YOUR APPLICATION FROM CONSIDERATION.**

Coordinator Contact Information

Cheri Hearty, OPSEU Benefits Counselor

Sick Credit Pool Coordinator

Pension & Benefits Department

Please forward your application to one of the following:

Email: [chearty@opseu.org](mailto:chearty@opseu.org) with a copy to [jmartyn@opseu.org](mailto:jmartyn@opseu.org)

Fax: [905-712-3009](tel:905-712-3009)

Mail: OPSEU

5757 Coopers Ave

Mississauga ON L4Z 1R9

Attn: Sick Credit Pool Coordinator

For questions regarding the Sick Credit Pool, please contact Cheri Hearty via email at [chearty@opseu.org](mailto:chearty@opseu.org) or by calling the OPSEU Resource Centre at [416-443-8888](tel:416-443-8888) or [1-800-268-7376](tel:1-800-268-7376).

Download the application:

[Sick Credit Pool Application - LBED](#)

If you are unable to download the application, please call the OPSEU Resource Centre at [416-443-8888](tel:416-443-8888) or [Page 20 of 37](tel:1-800-</a></p></div><div data-bbox=)

	<p><a href="#">268-7376</a></p> <p>Donna Shea VP          Kristine Fiore          Susan Lusty Chair Benefits and Pensions          Cheri Hearty OPSEU Benefits Dept</p>
Moved by:	VanZetten- To accept report as presented
Seconded by:	Hadley
RESULT:	CARRIED
<b>10. Anti-Privatization Committee Report</b>	
Discussion	Report presented by: Woodall
REPORT:	<p>All reports from Pollara Research have been completed and Presented to the Committee</p> <p>The reports have given some insight into the groups that can be persuaded to change their support of expanding the alcohol distribution to opposing it. This group will require some sort of media to change their support.</p> <p>As Phase One of the campaign is rolled out, I wish to report that the Heath Care Partners have met and have agreed to meet and form a working group. This was the committee's objective and it was achieved. OPSEU is in the process of contacting the attending Partners to thank them and to set a date which we can meet. The Groups which attended are: MADD, Arrive Alive, Centre for Addition and Mental Health, Ontario Nurses Association, Registered Nurses Association of Ontario, Canadian Doctors for Medicare and FAS World (Fetal Alcohol Syndrome) and UFCW (12R24)</p> <p>It appears the MADD will not participate in this group, but Arrive Alive has expressed an interest in helping our cause. This organization is very much involved in the Policing Committee.</p> <p>We met with Greg Hamara and Rick Janson to :</p> <ol style="list-style-type: none"> <li>1) Contact each member of the group and get them the meet as soon as possible</li> <li>2) Obtain from OPSEU the working parameters of the group.</li> </ol>

3)

Once the Partners meet will develop a message for the Minister of Health and our coalition will request a meeting with the Minister.

The Tele-Town Hall was a great success; we had about 3800 participants on the call. A number of concerns we discussed on the calls. Some of the concerns were

- What can we say in the stores to our Customers
- How can we help
- Why is Wynn doing this
- Will the grocery stores be trained as LCBO employees are
- What about those young workers aged 17 yrs and less on working there
- What is OPSEU doing about this
- Have you spoken to The Beer Store Union
- Wynn, should spend a day in our shoes

We must continue to meet with the UFCW(12R24) as they are starting to lobby the MPP's and have meeting with the NDP.

It is our opinion that we will need some lobbying in the next few weeks and we need our members to contact their MPP.

We have asked OPSEU to develop a web mail to MPP's and copy to Wynne.

The member goes to the OPSEU web site and inputs their postal code. Their MPP's email address will be displayed and then the member can comment on Wynn's proposed to privatize liquor sales and then send it onto the MPP and a copy to Wynn.

We are now finalizing an ECHO to be sent out Monday. This ECHO will address our Tele-Town Hall calls as well as Q and A why Wynn's plan is bad for Ontario.

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	We plan to release one per week, this is similar to the ECHO on bargaining updates.
Moved by:	Lusty – To accept report as presented
Seconded by:	Hadley
RESULT:	CARRIED
11. PVR Committee Report	
Discussion	Report presented by:
REPORT:	
Moved by:	
Seconded by:	
RESULT:	
<b>On-going Business</b>	
22. Divisional Minutes 2013 and By Laws 2013	
Discussion	<p>Staff advised the minutes are waiting for review. Minutes will be distributed to the Executive for verification and vetting. Once approved OPSEU Staff will make edits and submit to President’s Office Staff for presentation to the President.</p> <p><u>NOVEMBER 2013</u> Div-Ex members are currently reviewing the minutes and have noted a few discrepancies. Items will be flagged for revision. Once revised minutes and by-law changes are submitted to the President’s office for approval. The Div-Ex is concerned with the amount of discussion not captured in the minutes and suggested our Divisional meeting be recorded by video or audio to avoid issues surrounding discussion.</p> <p><u>JANUARY 2014</u> Staff advised the minutes are currently outstanding. They will follow up for a completion date. LBED By-Laws are pending final vetting by Staff and will be sent to the President’s Office. Supervisory Staff to follow up with Staff.</p> <p><u>APRIL 2014</u> Emails have been sent to Senior OPSEU Staff for a completion date. A meeting has been scheduled with OPSEU</p>

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	<p>leadership to discuss the outstanding delay.</p> <p><u>SEPTEMBER 2014</u> The Division continues to work with Staff to ensure the minutes and bylaw changes reflect accurate information. A meeting with Staff to discuss issues is pending.</p> <p><u>NOVEMBER 2014</u> A meeting was held on Oct 14<sup>th</sup>, 2014 to review bylaw changes with Staff. OPSEU Staff will forward when document is complete. The last Divisional Meeting minutes have been approved and signed off. A copy will be provided to the Executive by Staff.</p> <p><u>JANUARY 2015</u> Pending recommendations from OPSEU.</p> <p><u>APRIL 2015</u> The Executive continues to work with OPSEU to achieve a constitutional sound document to present to the delegates at our Divisional Meeting.</p>
Status	<b>CLOSED</b>
27. 900 day pool	
Discussion	<p>There are some glaring discrepancies within the 900 day pool. Most Locals are using the pool accordingly while a small number continue to abuse this procedure. Various examples were presented to the Executive and will be investigated internally. Locals will be sent a reminder that they must prepare a time off request for EACH and EVERY union time off request. If the proper documentation has not been received and the employer charges the Union, the cost of the time off will be billed back to the Local at 100 %. Union time off is for face to face meetings and union representatives should return to work after the meetings. If Locals send more than one Union representative, the second representative will not be covered out of the Pool of days. The second request should be put under 80/20 local time off request. Again, if no time off request is received for the second person it will charged at 100 % to the local.</p> <p><u>NOVEMBER 2013</u> New process for requesting time off was emailed on October 21<sup>st</sup>, 2013 to all Locals by Staff of OPSEU. The new process requires the approval of the local's OPSEU Staff member assigned prior to being released from work by the</p>



Employer. The Div-Ex noted some concerns with the requests for time off out of the pool of days. At times the Employer requests short notice meetings that are submitted under the 7 day time frame. The Div-Ex indicated that OSPEU Staff are not required to approve usage from the pool of days and suggested that all requests for pool of days be approved by Davis or MacLeod. These requests would follow the same procedure of requests being approved prior to the Employer releasing representatives from work. A conference call has been arranged for November 12<sup>th</sup>, 2013 with OPSEU Staff to further define the new procedures for time off.

#### JANUARY 2014

The Executive was not involved in the development of the OPSEU RUL forms and have recommended changes. Revised forms for time off requests from the pool were vetted by the Div-Ex and sent to Staff to convert to .pdf in November. MacLeod outlined the reasons for separating the 900 day requests from the OPSEU RUL and wanted to forward to Locals but was advised to forward to Supervisory Staff for review. OPSEU will need to notify the Employer if any changes are made to be made. A follow up with Supervisory Staff will take place in a week time in order to get the proper paper work sent out to Local Presidents and a new Q and A done with explanations.

#### APRIL 2014

Motion by VanZetten – To allot a total of 6.5 (six and a half) days per month to the Divisional Chair to review PLMC documents, ECHO, reply to emails, attend OPSEU Executive Board Meetings and other chair duties as needed.

Seconded by Woodall

CARRIED unanimously

Motion by Woodall – To allot 2 (two) days from the pool for the Division Chair to attend the next Ottawa warehouse Local Labour Management meeting when scheduled.

Seconded by Lusty

CARRIED unanimously

#### SEPTEMBER 2014

The officers met on July 2<sup>nd</sup>, 2014 with OPSEU Staff to review the RUL Forms. These forms are currently being revised and will be shared with the membership as soon as available.

#### NOVEMBER 2014

Currently the RUL forms are in priority sequence and will be shared with the Div-Ex when available.

	<p><u>JANUARY 2015</u> 900 Days Deferred until April 2015 Div-Ex meeting</p> <p><u>APRIL 2015</u> The Executive must propose a budget for the Pool of Days to present to delegates at Divisional meeting. Information will continue in Secretary Treasurer’s report.</p>
Status	<b>CLOSED</b>
30. Human Rights Application – Guest Steve Nield	
Discussion	<p>Nield stated that no additional updates are available. OPSEU is currently waiting on possible dates scheduled. The earliest dates for mediation are mid-year 2014. Legal council will be providing direction to OPSEU on campaign ideas. The Union and the Employer are using an independent mediator (Gerry Lee) to try and resolve the matter. Meeting took place on Oct 31<sup>st</sup>, 2013 with two further dates scheduled on December 20<sup>th</sup> &amp; 23<sup>rd</sup>, 2013. Further details will be provided when available.</p> <p>The Union will notify the Employer on the status of Pay Equity as a result of the Application.</p> <p><u>JANUARY 2014</u> Legal counsel has suggested Locals continue to collect forms if available. It was also suggested that we start collecting ‘real life as a casual’ stories from members. Stories that define the length of time a casual has been working for the LCBO, the hardships of being a ‘casual’ along with the struggles to maintain a decent living. The E&amp;C committee is anxious to receive information from Legal to include in the ECHO.</p> <p><u>APRIL 2014</u> Meeting has been scheduled for April 30, 2014 at 55 Lakeshore with mediator Gerry Lee. No tribunal date has been set.</p> <p><u>SEPTEMBER 2014</u> There are currently no scheduled dates for mediation and OPSEU has asked Gerry Lee to secure more dates. The Employer has filed numerous objections and indicated they would not be ready to proceed until Nov-Dec 2015. The Vice-Chair heard arguments and determined that delay was not acceptable.</p> <p>Preliminary Hearing date scheduled for Feb 12&amp; 13, 2015.</p>

Formal Hearing date scheduled for the week of July 06, 2015 and the week of July 20, 2015.

Preliminary Objections will be provided to OPSEU by Nov-Dec 2015. OPSEU must respond to preliminary objections by January 2016 and the Employer will have until February 2016 to respond to OPSEU.

NOTE: 1400 Casuals signed the Human Rights complaint. OPSEU has received roughly 15-20 casual struggle stories to date.

#### NOVEMBER 2014

The Executive was joined by Steve Neild (OPSEU Staff) and Fay Faraday (Legal) and provided an update to the Human Rights Application. Even with the Employers various objections the application is moving forward. The Employer continues to argue this is a Pay Equity case. The Union will respond to the Employer submissions by January 16<sup>th</sup>, 2015. Preliminary Hearing date scheduled for Feb 12& 13, 2015.

#### JANUARY 2015

The legal counsel representing OPSEU at the Human Rights tribunal recommended that OPSEU should organize a campaign leading up to the Tribunal meeting dates.

A proposal for a Human Rights Campaign was prepared by OPSEU and presented to the OPSEU board in Nov 2014 and was deferred from the OPSEU EBMS until January 28th 2015 meeting. It was explained to the Executive Board that this issue came out of the last round of bargaining in May 2014 and that the campaign should be funded from the OPSEU contingency fund. See the proposal as submitted below:

**Whereas** member education and support is needed to ensure a successful completion of the Human Rights Complaints supported by OPSEU for over 1,400 male and female casual workers at the LCBO; and

**Whereas** this effort will have a positive effect on many OPSEU members, and union efforts to advocate for Equal Work and Pay measures;

**Therefore be it resolved** that the Executive Board approve the campaign plan presented, with various measures to promote Equal Pay for Equal Work; and Pay Equity; and

**Be it further resolved** that the Executive Board approve funding to \$88,386.00 for the campaign, with funds to be drawn from the **Contingency Fund**.

No further information was available for this meeting.

#### APRIL 2015

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	Faye and Jan updated the Executive on the status of the complaint. Formal hearing commencing July 6 <sup>th</sup> , 2015. Employer's objections were not accepted. Legal will continue to focus on evidence being presented and will begin to contact individual members early next week.										
Status	OPEN - ongoing										
33. Accommodation Discussions with senior LCBO management											
Discussion	<p><u>NOVEMBER 2013</u> No further time to complete agenda</p> <p><u>JANUARY 2014</u> Guest Cheri Hearty Pension and Benefits staff from OPSEU joined the Div-Ex for discussion on how to proceed with arranging future meetings with the employer. Representatives from our Division met with the employer on a few occasions to see if we could create a forum for both parties to discuss the accommodation issues in the Province. Denise Davis, Chair, Jenn VanZetten from PHSC and Susan Lusty from the Pension and Benefits committee along with OPSEU staff were present. The objective of this working group was to explore avenues on how to address the accommodation processes, member accommodation issues, to review the LCBO return to work programs and the need to have Union representation at these meetings. It is extremely concerning that a large amount of LBED members require accommodation and there is a need to explore concerns and solutions with the Employer. Currently OPSEU does not centrally fund meetings of this kind. In the past expenses and time off were covered by the centrally funded LBED Health and Safety Committee and Benefits and Pension Committee. It is important to pursue the legitimate concerns and going forward the Divisional Executive will have to make a proposal to the OPSEU Executive Board for funding so that LBED can continue to meet.</p> <p><u>APRIL 2014</u></p> <p style="text-align: center;"><b>LCBO Accommodation meetings summary</b></p> <hr/> <table border="1"> <thead> <tr> <th>Date</th> <th>Present</th> <th>Discussed</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td>March 28, 2011</td> <td>Denise Davis Gino Vendetti Tracy Vyfschaft Kim Macpherson</td> <td>No current formal accommodation policy with LCBO so Employer requested meeting with Union to discuss Union's goal is to put more substance to accommodation concepts. The union would like an active role in</td> <td>LCBO will complete their policy, guidelines and practices and</td> </tr> </tbody> </table>			Date	Present	Discussed	Actions	March 28, 2011	Denise Davis Gino Vendetti Tracy Vyfschaft Kim Macpherson	No current formal accommodation policy with LCBO so Employer requested meeting with Union to discuss Union's goal is to put more substance to accommodation concepts. The union would like an active role in	LCBO will complete their policy, guidelines and practices and
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	Wayne Zachar Bonnie McPhail Lauri Green	<p>accommodations and input on policy.</p> <p>There was discussion about developing a pilot project at the Durham warehouse on accommodations, one that meets HRC policy/guidelines.</p> <p>It was expressed that in the retail division managers are sometimes unaware of restrictions, are limiting hours with employees who require accommodations, and are making assumptions on what a person can and cannot do.</p> <p>LCBO indicated that there is an approach to accommodations taking place, but it's not necessarily consistent. This is why they are developing a policies and procedures around accommodations. LCBO will mention union in their policy, but it will be vague.</p> <p>What needs to be further fleshed out is to what degree will the union be involved and in what situations. People don't always want the union involved in their issues.</p> <p>OPSEU indicated that they would like to have stewards trained up to ensure accommodations are effective, consistent, impact on others is smoothed over, and that injured worker stigma issues are dealt with in a sensitive manner.</p> <p>Concerns on short staffing were raised with respect to causing injuries in the workplace. An audit was suggested.</p>	<p>share with the union when completed. A draft is expected to be available in June. It will need to go to the Board.</p> <p>Union also requested stats on injured workers</p>
June 13, 2011	Denise Davis Susan Lusty Kim Macpherson Wayne Zachar Bonnie McPhail	<p>Met to receive employer's newly developed policy and guidelines on workplace accommodations due to disability.</p> <p>The policies are specific to occupational and non-</p>	<p>Lauri Green is going to be drafting something for the union's consideration.</p>

	Lauri Green	<p>occupational disabilities and not accommodation for other code related issues (family status etc.)</p> <p>The LCBO is currently developing a Best Practices document and any comments we provide may be incorporated into their Best Practices document as examples etc. They will also be doing training sessions in the fall with front line managers which will include sensitivity training and how to handle difficult conversations appropriately.</p> <p>There was discussion regarding return to work meetings and how the union saw their role. We were clear that union members should be aware of their right to have a union representative present at any and all return to work meetings. Discussion took place on the value of having a union representative there. We requested that they confirm that the right of union representation is reflected in any letter that the LCBO sends to a worker when requesting a return to work meeting. Bonnie McPhail is to investigate and verify to us.</p> <p>The employer has asked whether we would be interested in having a small joint return to work/accommodation type committee under the JIBRC, which would address specific complex return to work cases, identify gaps and what is needed to address the issues for the member for a successful return to work.</p>	<p>We indicated we would be interested in taking a closer look at their idea. We viewed it as perhaps a last step before a grievance.</p> <p>We await their idea in writing.</p>
September 23, 2011	Denise Davis Susan Lusty Jen Van Zetten Rob Field Tracy Vyfschaft Terri Aversa Libby Zeleke Kim Macpherson	<p>OPSEU assigned staff and members reviewed the LCBO's accommodation policy and discussed</p> <p>Discussed:</p> <ul style="list-style-type: none"> <li>- Employer is ultimately responsible for employee safety</li> <li>- Need education for people involved in RTW/accommodation issues</li> <li>- Needs to be an inventory of courses specific to</li> </ul>	<p>Each staff person will provide input back from their area of expertise in order to provide to LCBO</p>

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		<p>accommodation</p> <ul style="list-style-type: none"> <li>- Confidentiality needs to be assured for members</li> </ul>	
November 29, 2011	<p>Denise Davis Jen Van Zetten Susan Lusty Kim Macpherson Brendan Kilcline Lauri Green Heather Bramer Wayne Zachar Connie Ferraro</p>	<p>Had ODRT <i>Strategic Response Services meeting</i>. They made a presentation on completing a free assessment and offering services to set up a RTW/accommodation process specifically for the LCBO. Reviewed steps to begin the Situational Assessment. LCBO declined due to skepticism regarding their ability to deliver to such a large organization and lack of track record.</p>	<p>OPSEU will continue to monitor ODRT's success and feedback information to LCBO in the hopes of changing their minds.</p>
February 21, 2012	<p>Denise Davis Jen Van Zetten Susan Lusty Brendan Kilcline Kim Macpherson Lauri Green Heather Bramer</p>	<p>OPSEU provided feedback on their accommodation policy in writing and discussed some of the highlights. LCBO thanked the union for the feedback and indicated that the policy is reviewed annually.</p> <p>OPSEU raised an issue re: IME/FAE form – not clear that only relevant information to be provided</p> <p>It was confirmed that copies of any IME is provided to the member involved in each case and members are copied on letters for IME referrals</p> <p>The Union requested a copy of the return to work letter</p>	<p>When the annual review comes up they will incorporate some of the suggestions the union made into the policy.</p> <p>LCBO will look at OPSEU involvement in the accommodation process and we can discuss at a future meeting.</p> <p>Heather to follow up with Bev and take a look at the form that the Durham warehouse</p>

			<p>is using.</p> <p>LCBO to provide a sample copy of the return to work letter</p> <p>Kim to FAF and FAE (WSIB) against the LCBO's form.</p> <p>Kim and Heather to arrange the next meeting.</p>
<p><b><u>Union desired outcomes:</u></b>  Warehouses to have their own accommodation committees with union involvement  System in the retail division to involve union in accommodations  Education to members about the legal right to be accommodated, and the obligations placed on the employer and the union to facilitate accommodation and battle injured worker stigma through education.</p> <p><u>SEPTEMBER 2014</u>  The Division have asked OPSEU Staff to assist with getting a meeting date with the Employer to continue discussions. A proposal for funding is being prepared jointly through the Pension and Benefits/Health and Safety Committees to present to the OPSEU Executive Board for funding.</p> <p><u>NOVEMBER 2014</u>  Due to operational needs in London, Smokey &amp; Eddy are unable to attend to discuss committee funding.</p> <p><u>JANUARY 2015</u>  No meetings have been arranged to date</p> <p><u>APRIL 2015</u></p>			



	Jointly the Pension & Benefits and the Health and Safety Committee will continue to monitor the development of the Employer's accommodation policies and procedures. Updates will be provided when available.
Status	OPEN - ongoing
39. Improving Labour Relations (Western Region RLMC)	
Discussion	<p>OPSEU, LCBO and the Ministry of Labour (MOL) are working together to improve Labour Relations. To begin a questionnaire was provided by the MOL to all members who attend Western Region Labour Management meetings as well as the Divisional Executive. The Employer was provided with the same survey. A group session will be scheduled through the MOL with planned activities to gather information and discuss strategies for improving relations.</p> <p><u>SEPTEMBER 2014</u> We have changed consultants and plans for future training will continue.</p> <p><u>NOVEMBER 2014</u> Staff spoke with the Employer about moving forward with improving labour relations in Western Region and the rollout centrally across the province. The Employer is waiting on approval from Senior Management to move forward.</p> <p>In the event that a Regional Labour Management chair experiences difficulty they may request the attendance of the Divisional Chair or designee. The attendance of the Chair would need to be approved by the employer. Costs/expenses of the attending officer will be paid, specifically wages will be paid by the pool of days, and expenses will be paid from the Divisional funds.</p> <p>Motion by: Jen Seconded by: Jeremy</p> <p>CARRIED</p> <p><u>JANUARY 2015</u> Davis is looking to assist RLMC Chair's if needed and if necessary will bring the issue to the PLMC.</p> <p><u>APRIL 2015</u></p>

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	No further information.
Status	<b>CLOSED</b>
48. LBED Caucus at OPSEU Convention 2015	
Discussion	<p>Convention 2015 takes place May 7 – 9, 2015. Preference of having the LBED Caucus at noon on May 7<sup>th</sup>, 2015. Meeting room TBD. Caucus Booklet must be sent to Locals no later than April 23<sup>rd</sup>, 2015 for review.</p> <p><u>JANUARY 2015</u> LBED Caucus to be Thursday May 7th 2015. The first day of convention. Negotiator to contact staff for meeting room to fit 150 people.</p> <p><u>APRIL 2015</u> No further updates</p>
Status	<b>CLOSED</b>
55. All Chairs Committee Terms of Reference	
Discussion	<p>The BPS All Chairs committee forwarded their terms of reference for the LBED Div-Ex to approve</p> <p><u>APRIL 2015</u> Terms of reference were approved. Minutes showing the approval need to be sent to the Chair of the All Chairs.</p>
Status	<b>CLOSED</b>
56. Educational for 2015 LBED Divisional meeting	
Discussion	<p>Staff canvassed the Div-Ex to see if an educational could be fit into the meeting agenda. The courses to choose from are 3-6 hours in length. Due to the length of the Divisional meeting which includes reports, bylaw review, elections to all committees and taking into consideration child care provided after hours it was determined by a unanimous vote to forego educational at the June meeting. It is important to ensure that a Human Rights complaint update is provided to the members from the OPSEU legal counsel and Steve Nield.</p> <p><u>APRIL 2015</u> The Div-Ex will revisit the idea of an educational for LBED Divisional meeting in 2017.</p>

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Status	<b>CLOSED</b>
57. Anti-Privatization Report on polling initiative	
Discussion	Details provided in the Anti-Privatization Chairs Report
Status	<b>CLOSED</b>
58. Feb 2015 Meeting with LCBO Senior Management Representative	
Discussion	<p>The meeting will take place at the LCBO head office and OPSEU staff was invited , the Anti-Privatization Committee will be present as well as the Chair and Vice Chair will be in attendance for this meeting that is only held once a year. Please see questions that will be taken to the meeting with the LCBO management team. The Chair will update the Div-Ex.</p> <p><u>APRIL 2015</u> Discussions took place with Employer. The Union will continue to monitor Wynne and the Ed Clark Advisory Panel. Both parties endeavor to share information when available.</p>
Status	<b>CLOSED</b>
59. Beer Store Council Meeting	
Discussion	<p>The Beer Store union 12R24 of the UFCW will be holding a Beer Store Council meeting in 2015. An invitation was sent to LBED to attend. LBED has had a continued relationship with 12R24 for many years and has been building a coalition with 12R24 as we have similar interests and concerns about the distribution of alcohol beverages in the Province of Ontario. Attending this council meeting is an important opportunity to build solidarity with other groups that are involved in distributing and selling alcohol beverages in Canada.</p> <p><u>MOTION ONE : Woodall seconded Lusty</u> That the LBED Divisional Executive approve and send the Divisional Chair/Designee to the Beer Council meeting being held in Saskatoon on June 8,9,10 2015 and that this is not an OPSEU central funded event that the Expenses would come from the Divisional Dues in the amount of \$1300.00. <u>CARRIED – unanimously</u></p> <p><u>APRIL 2015</u></p>

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	The Chair expressed concern regarding purchasing tickets to attend the event as it falls after our Divisional meeting. The Executive agreed this would be a lost opportunity to our Division and insisted the Chair attend even if not re-elected with the expectation of a report presented on the overall event.
Status	OPEN - ongoing
60. Portable Printers for Officers	
Discussion	<p><u>MOTION TWO: Lusty Seconded Van Zetten</u></p> <p>The Divisional Executive Officers are often required to print on the go, and to have proper equipment to do so. There is a need to provide the Executive officers with printed material when travelling; therefore the Divisional Executive shall approve the purchase of three (3) portable printers at the rate of \$199.99 plus taxes for each officer. The total should not exceed \$750.00 and be funded from the divisional dues.</p> <p><u>CARRIED – unanimously</u></p> <p><u>APRIL 2015</u></p> <p>Printers were purchased and added to the Divisional Asset list.</p>
Status	<b>CLOSED</b>
61. Terms of References for all LBED Committees	
Discussion	<p>A review will be taken to ensure all committees have current and up to date terms of reference</p> <p><u>APRIL 2015</u></p> <p>Each committee will be asked to discuss the current Terms of Reference and update if necessary. Once completed, all Terms of Reference shall be forwarded to the Divisional Executive.</p>
Status	<b>CLOSED</b>
<b>New Business</b>	
62. Div-Ex reports and publication via internet	
Discussion	The Executive has been made aware that banking information through our Div-Ex minutes has been posted to a Local website. Discussion surrounded privacy, sensitive banking information. The Local will be asked to remove the

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	sensitive information being posted.
Status	OPEN - ongoing
63. Employment Equity (Guest Tim Vinnings)	
Discussion	Tim was introduced to the Div-Ex as the staff assigned to oversee the LBED Employment Equity Committee. As soon as dates can be secured our face to face meetings will resume with the Employer.
Status	OPEN - ongoing
<b>Future Dates</b>	
Next meeting to be held	
<b>Adjournment</b>	
Moved by:	Davis– To adjourn the meeting
Seconded by:	VanZetten
RESULT:	CARRIED @ 3:50 pm