

**MINUTES OF THE NATIONAL EXECUTIVE MEETING**  
**HELD January 24-26, 2012**

**PRESENT WERE:**

Doug Marshall, National President  
 Eddie Kennedy, National Executive Vice-President  
 Karoline Klüg, National Vice-President for Human Rights  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Yvon Beaudoin, Assistant Regional Vice-President, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Réjean Amyotte, Assistant Regional Vice-President, Ontario  
 Mary Anne Walker, Assistant Regional Vice-President, Ontario  
 Richard Balance, Regional Vice-President, NCR (TB)  
 Michèle Milotte, Regional Vice-President, NCR (SE)  
 Chris Gagné, Assistant Regional Vice-President, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Janette Husak, Human Rights Representative, Saskatchewan  
 Laurel Gladu, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Jean-Pierre Ouellet, Acting Regional Vice-President, Outside Canada  
 Isabelle Beaudoin, Human Rights Representative, Outside Canada  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Benoit René, Communications and Research Officer  
 Johanne MacAndrew, Assistant to the National President, National Executive Vice-President and Privacy Officer  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

**REGRETS:**

Jean Pierre Naud, Regional Vice-President, Quebec  
 Holly Serle, Regional Vice-President, Manitoba  
 Kevin King, Regional Vice-President, Alberta, NWT and Nunavut

**1. Call to order**

National President, Brother Doug Marshall called the meeting to order at 9:13 a.m.

**2. President's remarks**

Brother Doug Marshall extended warm greetings and wished a prosperous and happy new year to everyone in attendance. He stressed that 2012 will be a busy year for us as the federal cutbacks announced in 2011 budget will result in more job losses this year.

**3. Hours of Sitting:**

The hours of sitting have been adopted as presented.

**4. Adoption of the Agenda (Appendix "A")**

M/S Eddie Kennedy and Michèle Milotte

**THAT** the agenda be adopted with the following additions:

**6. Moment of Silence:**

Michel Milot, Local 10269

Claude Blanchette, Local 00383

Art Curtis, PSAC Regional Representative

Denis Boileau, Local 70408

**9. New Business:**

**G) 2012 PSAC Triennial Convention:**

i) Candidacy Support

ii) Funding Observers

**N) Policy FIN 7, section 1**

**M) In-Camera Session RE: Follow up on the Previous National Executive Conference Call**

**10) Committee Reports**

**A) Bylaws and Policy Committee – Report**

**\*Recorded Vote 1: CARRIED**

**5. Round Table Check-in**

A check-in ensued.

**7. Minutes of Previous Meeting**

It was agreed that this item be postponed.

**8. Report of the Executive**

**A) National President:**

It was agreed that this item be postponed.

**B) National Executive Vice-President (Appendix “B”)**

M/S Eddie Kennedy and Omar Murray

**THAT** the report of the National Executive Vice-President be adopted as presented.

**\*Recorded Vote 2: CARRIED**

**C) National Vice-President for Human Rights:**

It was agreed that this item be postponed.

**D) Regional Vice-Presidents Report on Inactive Locals (Appendix “C”)**

Each Regional Vice-President provided an update with regard to inactive locals in his/her respective region.

Brother Doug Marshall stressed that locals who require help with their local financial statements may do so by contacting the Component’s Financial Advisor.

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**9. NEW BUSINESS**

**G) 2012 PSAC Triennial Convention**

**ii) Funding observers to the 2012 PSAC Convention**

M/S Jennifer Chieh Ho and Angela Decker

**THAT** UNE fund one Assistant Regional Vice-President or one Human Rights Representative per Region to attend the April 2012 PSAC Triennial Convention as an observer; and

**THAT** The Assistant Regional Vice-President or Human Rights Representative to be selected must attend the April 2012 National Executive Meeting as their once per year choice.

A/S/C Yvon Beaudoin and Richard Ballance

**THAT** all first alternate delegates elected at regional caucuses during the 2011 UNE Convention be funded to attend the 2012 PSAC Triennial Convention.

**\*Recorded Vote 3 on the motion as amended: CARRIED**

**Note:** Brother Doug Marshall in response to a question stated that in case of a vacancy for PSAC delegates in a region where there were no available alternate delegates, an election would be conducted in order to fill this position. Any member in good standing of the UNE who attended the Regional Caucus during Convention is eligible to put his or her name forward for consideration.

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**RECESS**

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**TUESDAY, JANUARY 24, 2012 - AFTERNOON SESSION**  
**Reconvened at 1: 30 p.m.**

**PRESENT WERE:**

Doug Marshall, National President  
 Karoline Klüg, National Vice-President for Human Rights  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Yvon Beaudoin, Assistant Regional Vice-President, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Réjean Amyotte, Assistant Regional Vice-President, Ontario  
 Mary Anne Walker, Assistant Regional Vice-President, Ontario  
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 Chris Gagné, Assistant Regional Vice-President, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Janette Husak, Human Rights Representative, Saskatchewan  
 Laurel Gladu, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Isabelle Beaudoin, Human Rights Representative, Outside Canada  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Benoit René, Communications and Research Officer  
 Johanne MacAndrew, Assistant to the National President, National Executive Vice-President and Privacy Officer  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

**REGRETS**

Eddie Kennedy, National Executive Vice-President  
Richard Balance, Regional Vice-President, NCR (TB)  
Jean-Pierre Ouellet, Acting Regional Vice-President, Outside Canada

**B) Briefing Session on Occupational Group Structure**

It was noted that a briefing session will be provided on Wednesday afternoon on the Occupational Group Structure review process for the PA group.

Brother Jean-Pierre Ouellet joined the meeting.

**C) Workforce Adjustment (WFA)**

Brother Doug Marshall advised that in anticipation of the details of the federal government “strategic” reviews; Workforce Adjustment Committees that addresses adjustment and employee transition issues should be formed immediately in each Department and Agency.

Depending on the complexity of the WFA situation and the size and geographic span of the department or agency, there may also be a requirement for regional or local WFA committees. He also noted that he needed to be notified as soon as possible in case any department or agency resist their obligation to form such committees, either because they believe it is not necessary until actual job loss is imminent or because they would rather act on their own without the union.

It was noted that information would be available on our website in order to address concerns and answer basic questions that members may have. Local Officers would also be provided with more information in this regard in order to provide insight at the local level.

**D) Compensation Advisors:**

Brother Doug Marshall advised that the implementation plan for the transfer of federal pay services to Miramichi was approved by Treasury Board in December and we have been notified that some departments and agencies will have their pay accounts moved to the new pay centre as part of what is being called the “first wave” of transfers.

The employer plan will see 146 staff being hired to work at the pay centre in Miramichi starting in March of 2012. Wave 1 accounts will begin to transfer gradually over 18 months. By the end of the first wave in September 2013, a total of 20,000 pay accounts will be administered from the Miramichi pay centre.

Existing plans call for an initial seven week intensive training program for staff of the centre. Plans call for teams consisting of about 12 employees supported by a coach and a trainer who will continue training while working for an 18 month period. All employees at the Pay Centre will be employed by Public Works and Government Services Canada (PWGSC). The PSAC's Government Services Union (GSU) is working with the employer to create a new local at Miramichi, and will be in a position to begin representing members employed there once the centre is opened in Miramichi.

Over the following two and one half years, a further 72,000 pay accounts will transfer to the pay centre and approximately 400 more workers will be employed in Miramichi. This will take place in two more waves, one lasting 18 months and the final one lasting 12 months in duration. Each wave will involve a WFA process for workers in those departments. By 2014 it is expected that approximately 550 workers will operate the pay centre, depending on the size of the federal public service at that time.

In 2015, the government plans to implement the Pay Modernization project, which will modernize the existing "people soft" compensation software. The government believes the new software platform will allow them to transfer an additional 92,000 accounts to Miramichi following 2015 without any additional staffing.

The PSAC and UNE have been notified that the following departments and agencies will have pay accounts moved to the new pay centre as part of what is being called the first "wave" of transfers:

- Aboriginal Affairs and Northern Development Canada
- Canadian Northern Economic Development Agency

The PSAC has been clear in its discussions with the employer that compensation specialists are essential to helping employees understand the decisions they will have to make during lay-offs and times of adjustment. At a time when we most need the expertise of our compensation specialists, their workload will be even heavier than usual and they will face significant workplace changes themselves.

**E) Bargaining Updates**

Brother Doug Marshall advised the group that this item has been placed on the agenda to keep everyone updated on the current round of bargaining with our different employer groups.

**ii) Canada Science and Technology Museum Corporation**

Brother Doug Marshall advised that this bargaining unit also includes members working at the Canada Aviation Museum and the Canada Agriculture Museum. The PSAC will fight back against the layoff that occurred at the Canada Science and Technology Museums Corporation (CSTMC). Seventeen workers were told on the morning of December 8 – just two weeks before Christmas – that they would be terminated effective the same day. The Museums Corporation did not follow the requirement of the Collective Agreement between the PSAC and the CSTMC. Nor did they follow any of its contractual clauses and is in serious breach of the Collective Agreement. Moreover, the Museums Corporation is choosing to disrupt the ability of its employees to provide important and innovative services to Canadians. A Policy grievance has been provided by the PSAC.

**iii) TC bargaining table:**

Brother Garry Larouche provided highlights on important and outstanding issues.

Brother Garry, as co-chair of the Component Collective Bargaining Standing Committee, wished to remind the regional team of their responsibility to participate in the collective bargaining process of the Regional Bargaining Units, including keeping up-to-date with progress and issues discussed at the bargaining table. They will actively participate in mobilization activities and assist locals in mobilizing their members.

Brother Richard Ballance left the meeting due to a previous commitment.

**iv) SSO Field Survey Interviewers:**

Sister Mary Anne Walker provided an update on the negotiations between SSO Field Interviewers and the PSAC. Next meeting dates are February 14 and 15, 2012.

**v) SSO Regional Office Interviewers:**

Brother Réjean Amyotte advised that the PSAC and Statistics Canada SSO Regional Office Interviewers have exchanged demands and that the next meeting date would be February 16, 2012.

vi) **Canadian Centre for Occupational Health and Safety (CCOHS)**

It was reported that the collective agreement between CCOHS and the PSAC has just been ratified.

vii) **National Joint Council (NJC)**

Brother Doug Marshall wished to remind everyone that there are a number of key areas of benefits and working conditions which are dealt with outside the normal collective bargaining process. Starting soon, UNE will issue a separate input call to Locals for these items, which include:

- the PSAC Dental Plan (negotiated directly between PSAC and Treasury Board;
- the Public Service Health Care Plan;
- any item covered by the Directives of the National Joint Council, such as Travel and Isolated Post Allowance

F) **National Conferences Update:**

i) **Health and Safety**

It was agreed that this item be postponed until Brother Eddie Kennedy was in attendance.

ii) **All Presidents Conference:**

Brother Doug Marshall announced that the Conference Steering Committee call out would be sent shortly to all regions to seek volunteers.

G) **2012 PSAC Triennial Convention:**

Brother Doug Marshall announced that the PSAC Convention Committee's Composition includes five UNE members:

Collective Bargaining Resolutions: Brother Garry Larouche

General Resolutions: Sister Karoline Klüg

Constitution Resolutions: Brother Eddie Kennedy

Finance Resolutions: Brother Jean-Pierre Ouellet and Brother Doug Marshall

I) **Scheduling of Committee Meetings:**

Brother Doug Marshall recommended that Standing Committee Meetings be scheduled well in advance of National Executive Meetings in order to coordinate and manage logistics.



Brother Richard Ballance joined the meeting.

**J) Dealing with Public Services Staffing Tribunal Complaints:**

It was agreed that this item be referred to the Bylaws and Policy Committee with the following instructions:

- to review the Component's representation guide - how to handle staffing complaints and grievances - and provide recommendations; and
- to develop accountability standards for representation in the Public Service Staffing Tribunal (PSST) complaint process.
- to review staffing complaints representatives' compensation.

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**RECESS**

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**WEDNESDAY, JANUARY 25, 2012 – MORNING SESSION**

**Reconvened at 9: 10**

**PRESENT WERE:**

Doug Marshall, National President  
 Eddie Kennedy, National Executive Vice-President  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Yvon Beaudoin, Assistant Regional Vice-President, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Réjean Amyotte, Assistant Regional Vice-President, Ontario  
 Mary Anne Walker, Assistant Regional Vice-President, Ontario  
 Richard Balance, Regional Vice-President, NCR (TB)  
 Michèle Milotte, Regional Vice-President, NCR (SE)  
 Chris Gagné, Assistant Regional Vice-President, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Janette Husak, Human Rights Representative, Saskatchewan  
 Laurel Gladu, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Jean-Pierre Ouellet, Acting Regional Vice-President, Outside Canada  
 Isabelle Beaudoin, Human Rights Representative, Outside Canada  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Benoit René, Communications and Research Officer

Johanne MacAndrew, Assistant to the National President, National Executive Vice-President and Privacy Officer  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

**REGRETS:**

Karoline Klüg, National Vice-President for Human Rights  
 Jean Pierre Naud, Regional Vice-President, Quebec  
 Holly Serle, Regional Vice-President, Manitoba

**9. NEW BUSINESS**

**E) Bargaining Update:**

**i) Parks Canada:**

Brother Eddie Kennedy reported that bargaining between the employer and the PSAC was still going on. At this time the bargaining team intends to return to the bargaining table in March and discuss WFA.

**F) Health and Safety Conference:**

Brother Eddie Kennedy announced the composition of the steering committee as follows:

<b><u>REGION</u></b>	<b><u>NAME</u></b>
Outside Canada	Karl Lafreniere
Saskatchewan	Shirley Dick
Alberta, NWT and Nunavut	Laurel Gladu
Quebec	Jean-Pierre Naud
NCR (TB)	Cindy D'Alessio
NCR (SE)	Michèle Milotte
Atlantic	Mike Leblanc
BC and Yukon	Charan Bhullar
Manitoba	Martin Kaminski
Ontario	Mary Jeyanathan

**7. MINUTES OF PREVIOUS MEETING**

**Amendments:**

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**Banquet:**

There were concerns expressed about the banquet including lack of awards or any type of celebration.

Resolutions GEN 36, 39 and 40 were not dealt with as they would have amended the budget and would had required dues increase.

M/S Eddie Kennedy and Karoline Klüg

**THAT** the minutes of the National Executive Meeting held October 17-20, 2011 be adopted as amended.

**\*Recorded Vote 4: CARRIED**

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Sister Evelyn Beckert joined the meeting.

**10. COMMITTEE REPORTS**

**F) Finance and Human Resources Report (Appendix "D")**

M/S Eddie Kennedy and Angela Decker

Adoption of the Finance and Human Resources Report.

1. Outstanding items from the October meeting:

a) Policy FIN 8

M/S Eddie Kennedy and Angela Decker

**THAT** Policy FIN 8 Hospitality and Public Relations Expenses be amended as follows:

**Policy FIN 8 (former Guideline 13)**

Hospitality and public-relations expenses

**Purpose**

Sometimes, hospitality or public-relations expenses incurred in connection with official Union of National Employees business are in the best interest of the component and its members. The following is a guide to executive officers and staff to ensure that the use of such expenses is consistent with union principles and the fiduciary responsibility of the component. It is understood

that any expense should be incurred in the most cost-efficient manner possible.

This policy applies to activities that promote the Union of National Employees to the public and component members. It establishes and communicates the rules governing the allowance of hospitality and public relations expenses, including reimbursement to the executive and staff.

This policy should be read in conjunction with Policy FIN 7, *Executive expenses* and Policy CE 4, *Conflicts of interest*.

## **Definitions**

### ***Hospitality expenses***

Expenses incurred to purchase or provide meals, refreshments or small tokens of acknowledgment incurred for promotional or members' business.

### ***Allowable hospitality expenses***

Expenses approved when they are directly related to component business are:

1. appropriate to the occasion;
2. reasonable in amount; and
3. serve a *bona fide* component purpose.

### ***Seminar/convention hospitality***

Expenses incurred for the purpose of providing hospitality to members and invited guests at component seminars, conventions and other component-sponsored events.

### ***Gifts***

Non-cash items of nominal value presented to individuals as a token of appreciation for their work or service.

### ***Memorial donations***

Upon notification to the president's office, an amount not to exceed \$100 will be donated in memory of a deceased person, usually the parent or child of a national executive officer, staff member or member of the national board of directors. Other memorial donations will be considered by the national executive on a case-by-case basis.

**Receptions**

Normally, a reception provided during a component-sponsored event with cash-bar service only for alcoholic beverages. Refreshments could include soft drinks, juices, coffee, tea and hors d'oeuvres. The cost of these events is charged against the event being held. No more than \$30 per attendee should be incurred for such activities, including room rentals, gratuities and taxes.

**Solidarity contributions**

Contributions to striking locals' or unions' activities, other than those of Union of National Employees community contributions, such as support for local or union activities.

**Requirements for reimbursement:**

1. For expenses of less than \$100, original receipts will be submitted on a Union of National Employees expense claim form, including information regarding the circumstances of the expenditure and the names of those present. Expenses incurred in the regions will be charged against the appropriate regional budget.
2. For expenses that are projected to be greater than \$100, pre-approval is required from the national president. Requests should be forwarded to the national president in writing, including an estimate of the total cost, the location of the event, date of the event, the number of attendees, benefit to the Union of National Employees or region and the reason for the proposed expenditure. Hospitality expenses incurred in the regions will be charged against the appropriate regional budget.
3. During Union of National Employees seminars, conferences and conventions, a hospitality suite will normally be maintained with the hours determined by the national executive members hosting the event. The amount to be spent is determined by the national executive and costs are charged to the specific event provided that no more than \$10 per attendee per day will be incurred.
4. Hospitality expenses and meal *per diems* cannot be claimed simultaneously. If the hospitality expense includes a meal and the expense is claimed and reimbursed, no meal *per diem* can be claimed.

5. Staff who expect to incur or offer hospitality will seek approval from their supervisors to claim reimbursement.
6. Appropriate expenses do not normally include meals or gifts for family members or staff unless approved in advance.
7. No alcohol expenses are reimbursed for staff events.

**\*Recorded Vote 5: CARRIED**

b) Policy FIN 9:

M/S Eddie Kennedy and Angela Decker

**THAT** Policy FIN 9: National Executive Election Campaign Expenses be amended as follows:

**Policy FIN 9 (former Guideline 7)**

National executive election-campaign expenses

One of the cornerstones of unionism is open democratic elections. They enable the membership to choose and empower its organizational leadership. Through this dynamic process, individuals can seek leadership roles, express different perspectives on issues and promote new directions for the organization. This open process will be balanced with some fundamental guiding principles to ensure an ethical and legal context as defined in Sections 1 and 2 below

**Policy FIN 9 Section 1 (former Guideline 7-1.0)  
Expenditures**

1. The spending limits for candidates for national executive will not exceed \$5,000.
2. The cost of a suite or room is not included in the spending limit.
3. The monetary value of donated literature, posters, handouts, buttons and other paraphernalia, food and refreshments will be included in the spending limit.

4. Receipts for campaign expenses, along with a detailed accounting of all materials, materials in kind, monetary donations and expenditures incurred will be submitted to the Union of National Employees' financial officer within 90 days of an election. Following the 90-day limit, the financial officer will make a report to the national executive meeting listing the candidates who have submitted receipts and those who have not. This list will include candidates running for all national executive positions, including all regional vice-presidents and all assistants.

**Policy FIN 9 Section 2 (former Guideline 7-2.0)**  
**Ethical considerations**

Prospective candidates are prohibited from:

1. using component funds;
2. using material, services and equipment from the Union of National Employees office;
3. using other material, service and equipment that lead to additional costs to the component;
4. soliciting the assistance of any staff member; or
5. using the component logo, trademark or any facsimile thereof on campaign material.

Prospective candidates:

1. will obtain the approval of one of the three national officers for any material that is included in Union of National Employees mailings;
2. will avoid personal attacks and slanderous comments;
3. will be provided with a list of all members who are eligible to vote; and
4. will be treated equally by the component. For example, if any

candidate is allowed to give a campaign speech at a union meeting, all candidates for that position should be given the same opportunity.

Prospective candidates will be provided with a reasonable period prior to the election for campaigning. What constitutes a reasonable period depends on the circumstances, including the method of nomination, the number of members eligible to vote, and the geographic area involved. (These parameters are determined by the national president and will be in accordance with any applicable component bylaws.)

**\*Recorded Vote 6: CARRIED**

2. Financial Statement to November 30, 2011

M/S Eddie Kennedy and Angela Decker

**THAT** the financial statement to November 30, 2011 be accepted.

**\*Recorded Vote 7: CARRIED**

3. Inactive Locals

The Committee reported that they reviewed the report including the monies being held and the number of months for which the Locals were in non-conformance.

4. Overtime

The Committee reported that they reviewed the staff overtime expensed for 2011.



5. Component Per Diem

M/S Eddie Kennedy and Angela Decker

**THAT** the 2012 per diem be set as follows:**All Provinces**

Breakfast	\$16.00
Lunch	17.00
Dinner	41.00
Incidentals	<u>19.00</u>
Total	\$ 93.00

**Yukon**

Breakfast	\$18.00
Lunch	20.00
Dinner	52.00
Incidentals	<u>19.00</u>
Total	\$109.00

**NWT**

Breakfast	\$22.00
Lunch	22.00
Dinner	58.00
Incidentals	<u>19.00</u>
Total	\$121.00

**Nunavut**

Breakfast	\$23.00
Lunch	31.00
Dinner	66.00
Incidentals	<u>19.00</u>
Total	\$139.00

**\*Recorded Vote 8: CARRIED**7. Component Average Hourly Rate

M/S Eddie Kennedy and Angela Decker

**THAT** the Union of National Employees average hourly rate remain at 26.50 for 2012.**\*Recorded Vote 9: CARRIED**8. Kilometre Rates

The Committee reported that they had received as information the kilometre rates effective January 1, 2012.

9. Deadline for Expense Claims

The Committee would like to remind members of the National Executive that the final deadline for submitting expense claims for which expenses were incurred in 2011 is January 27, 2012.

10. Regional Seminar Allocation:

M/S Eddie Kennedy and Angela Decker

**THAT** the budget allocations for Regional Seminars be as follows:

Atlantic	\$ 78,412
Quebec	\$ 31,596
NCR TB	\$ 52,255
NCR SE	\$ 52,961
Ontario	\$ 70,558
Manitoba	\$ 30,590
Saskatchewan	\$ 30,590
AB/NT/NU	\$ 75,677
BC/YK	\$ 45,892
Outside Canada	<u>\$ 96,472</u>
Totals	\$ 565,003

**\*Recorded Vote 10: CARRIED**

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**RECESS**

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**WEDNESDAY, JANUARY 25, 2012 – AFTERNOON SESSION**  
**Reconvened at 1: 40****PRESENT WERE:**

Doug Marshall, National President  
 Eddie Kennedy, National Executive Vice-President  
 Karoline Klüg, National Vice-President, Human Rights  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Yvon Beaudoin, Assistant Regional Vice-President, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Réjean Amyotte, Assistant Regional Vice-President, Ontario  
 Mary Anne Walker, Assistant Regional Vice-President, Ontario  
 Richard Balance, Regional Vice-President, NCR (TB)  
 Michèle Milotte, Regional Vice-President, NCR (SE)  
 Chris Gagné, Assistant Regional Vice-President, Manitoba  
 Omar Murray, Regional Vice-President, Saskatchewan

Janette Husak, Human Rights Representative, Saskatchewan  
 Laurel Gladu, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Jean-Pierre Ouellet, Acting Regional Vice-President, Outside Canada  
 Isabelle Beaudoin, Human Rights Representative, Outside Canada  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Benoit René, Communications and Research Officer  
 Johanne MacAndrew, Assistant to the National President, National Executive Vice-President and Privacy Officer  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

Brother Réjean Amyotte assumed the Seat for Ontario.

## 9. **NEW BUSINESS**

### M) **INAC 10 Month Teacher Conference**

Brother Doug Marshall advised that the INAC 10 Month Teachers' Conference will be held in July 2012 in Toronto. More details would be provided as they become available.

### K) **President's Travel**

Brother Doug Marshall encouraged Regional Officers to communicate amongst the regional team in order to plan his regional visits in advance.

Brother Garry Larouche assumed the seat for Ontario.

## 10. **COMMITTEE REPORTS (Cont'd)**

### B) **Collective Bargaining Report (Appendix "E")**

#### 1. **Last Mandate**

The Committee reported that outstanding items from the last mandate are as follow:

- Review of PSAC Regulation 15
- Review of Policy NG1
- Bargaining demands from Locals
- Essential Services
- How to get locals more engaged in Collective Bargaining

2. Terms of Reference

M/S Garry Larouche and Michèle Milotte

**THAT** the Collective Bargaining Committee terms of reference be adopted as presented.

**\*Recorded Vote 11: CARRIED**

3. Bargaining Unit – Local 20378 (CMHC Granville)

The Committee reported that Local 20378 submitted their demands without rationales (an e-mail has been sent requesting rationales). This item will be revisited at the next committee meeting.

4. Collective Bargaining Schedule

The Committee recommended that the schedule of UNE Bargaining units be distributed to the National Executive twice a year.

5. Collective Bargaining Education on Web Site

The Committee recommended to have Collective Agreements on the Component Website.

6. Review of the Ratification Vote Procedures under Regulation 15A

The Committee advised that they discussed the ratification vote procedures under Regulation 15A.

M/S Garry Larouche and Michèle Milotte

**THAT** the report of the Collective Bargaining Committee be adopted as a whole.

**\*Recorded Vote 12: CARRIED**

Brother David Orfald, PSAC Acting Director of Collective Bargaining Branch and Brother Seth Sazant, Research Officer in the PSAC Negotiations Section, joined the meeting.

9. **New Business**

B) **Briefing Session on Occupational Group Structure (OGS)**

Brothers David Orfald and Seth Sazant briefed the National Executive on the status of consultations for Occupational Group Structure review process for the PA group.

On behalf of the National Executive, Brother Doug Marshall thanked Brother David Orfald and Brother Seth Sazant for joining us today.

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**RECESS**  
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Brother Réjean Amyotte assumed the seat for Ontario.

10. **COMMITTEE REPORTS (Cont'd)**

H) **Locals and Membership (Appendix "F")**

1. **Terms of Reference**

M/S Richard Balance and Omar Murray

**THAT** the terms of reference of the Locals and Membership Committee be adopted as presented.

**\*Recorded Vote 13: CARRIED**

2. **Allocation of Indian Residential School Adjudication Secretariat Members**  
 The Committee reported that this was an administrative error and should be dealt with by the National Office to correct the error.

3. **Allocation of Members at Laurier House Local 70399**  
 The Committee reported that this item was referred back to the regional team for further investigation.

4. Local List Cleanup Planning  
The Committee reported that staff will work along with regional teams to create a list of locals with accurate names. Local bylaws will be used to identify the correct names.
  
5. Bylaw and Policy Review  
It was noted that bylaws and policies related to membership were given out for review and discussion at a future meeting.
  
6. Technical Advisor  
The Committee advised that Brother Robert Vanasse will act as administrative assistant and on-going technical advisor. Brothers Franco Picciano and Georges St-Jean will also act as technical advisors as required.

M/S Richard Balance and Omar Murray

**THAT** the report of the Locals and Membership Committee be adopted as a whole.

**\*Recorded Vote 14: CARRIED**

**9. NEW BUSINESS (Cont'd)**

**A. National Executive Planning Session**

- i) **Debrief (Appendix "G")**  
A debrief document was provided which included comments that were shared at the end of each day beginning on Saturday, November 26, through to December 3, 2011. It was noted that the National Executive Planning Session will have to be organized further ahead in order to allow participants to identify goals, set their objectives and develop strategies for achieving their priorities.
  
- ii) **Policy NEN 8:**  
It was agreed that this item be dealt with during the Bylaws and Policy Committee Report.

**8. Report of the Executive:**

**C) National Vice-President for Human Rights (Appendix “H”)**

M/S Karoline Klüg and Angela Decker

**THAT** the report of the National Vice-President for Human Rights be adopted as presented.

**\*Recorded Vote 15: CARRIED**

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**THURSDAY, JANUARY 26, 2012 – MORNING SESSION**

**Reconvened at 9: 10 a.m.**

**PRESENT WERE:**

Doug Marshall, National President  
 Eddie Kennedy, National Executive Vice-President  
 Karoline Klüg, National Vice-President for Human Rights  
 Daniel Toutant, Assistant National Vice-President for Human Rights  
 Angela Decker, Regional Vice-President, Atlantic  
 Yvon Beaudoin, Assistant Regional Vice-President, Quebec  
 Garry Larouche, Regional Vice-President, Ontario  
 Richard Balance, Regional Vice-President, NCR (TB)  
 Michèle Milotte, Regional Vice-President, NCR (SE)  
 Omar Murray, Regional Vice-President, Saskatchewan  
 Laurel Gladu, Assistant Regional Vice-President, Alberta, NWT and Nunavut  
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon  
 Jean-Pierre Ouellet, Acting Regional Vice-President, Outside Canada  
 Franco Picciano, Coordinator Member Services  
 Georges St-Jean, Financial Advisor  
 Benoit René, Communications and Research Officer  
 Johanne MacAndrew, Assistant to the National President, National Executive Vice-President and Privacy Officer  
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

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**IN-CAMERA SESSION**

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Franco Picciano, Coordinator Member Services  
Georges St-Jean, Financial Advisor  
Benoit René, Communications and Research Officer  
Johanne MacAndrew, Assistant to the National President, National Executive Vice-President and Privacy Officer  
Ateau Zola, Assistant to the National Executive and Human Rights Committee

## 10. **COMMITTEE REPORTS (Cont'd)**

### F) **Finance and Human Resources Committee (Appendix "D")**

11. Regional Budget Allocations  
The Committee reported that regional budgets were received. The committee will review and provide regional budget allocations at April 2012 meeting.
12. National Component Assets  
The Committee reported that the National Executive members are to review the list of Capital Assets for their respective region and inform the Finance Section of any discrepancies.
13. National Executive Hospitality Allowance  
The Committee reported that the payment of the National Executive hospitality allowance will be made during the week of January 23, 2012.
14. Finance Section Work  
The Committee reported that they were provided with a list of the work to be completed in January and February 2012 by the Finance section.
15. Costing for the PSAC Convention  
The Committee reported that the average estimated cost to send a member from outside the NCR Region was between \$4,500 and \$5, 000. If the person is from the NCR Region, the average estimated cost was between \$3,500 and \$4,000.



16. All Presidents' Conference Costing

M/S Eddie Kennedy and Karoline Klüg

Notwithstanding the decision taken by the National Executive in October the National Executive recommends:

**THAT** the location of the all presidents' conference be in order of preference:

- 1<sup>st</sup> Hilton Lac Lemay
- 2<sup>nd</sup> Minto Suites hotel
- 3<sup>rd</sup> Delta
- 4<sup>th</sup> Montebello; and

**THAT** the final decision will also take into consideration accessibility.

**\*Recorded vote 20: CARRIED**

17. Quote for Office for Parks Project

The Committee reported that they had reviewed the quote for the construction of three offices for Parks project area. A request to include a timeline penalty in the contract was made by the FHR Committee.

18. UNE 2014 Convention

M/S Eddie Kennedy and Karoline Klüg

**THAT** a Committee including staff and members of the National Executive be established to review past practice when organizing the Component's Convention and to establish a critical path for the 2014 Convention in Victoria; and

**THAT** This committee also establish a process for approving expenses and respecting the budget.

**\*Recorded Vote 21: CARRIED**

M/S Eddie Kennedy and Angela Decker

**THAT** the report of the Finance and Human Resources Committee Report as a whole.

**\*Recorded Vote 22: CARRIED**

Brother Doug Marshall relinquished the Chair to Brother Eddie Kennedy.

Brother Eddie Kennedy assumed the Chair.

**8. Report of the Executive**

**A) Report of the National President (Appendix "J")**

M/S Doug Marshall and Angela Decker

**THAT** the report of the National President be adopted as presented.

**\*Recorded Vote 23: CARRIED**

Brother Eddie Kennedy returned the Chair to Brother Doug Marshall.

Brother Doug Marshall assumed the Chair.

**9. New Business (Cont'd)**

**H) Joint Committee**

M/S Eddie Kennedy and Angela Decker

**The National Executive will** form a coordinating subcommittee, chaired by the National President, to oversee the UNE organizational renewal process; and

**This committee will** be composed of one co-chair from each standing committee, both coordinators (IT & Administration and Member Representation) and the Finance Officer; and

**This committee will** ensure that standing committees coordinate the work of the UNE organizational renewal process. This includes situations in which committees must work together towards a common goal.

**\*Recorded Vote 24: CARRIED**

**G) 2012 PSAC Triennial Convention**

**i) Support candidacy:**

M/S Michèle Milotte and Angela Decker

**WHEREAS** the Union of National Employees encourages its members to participate fully in the broader regional and national activities and programs of the PSAC to further enhance their experience and contributions to their union; and

**WHEREAS** it is in the best interest of the Union of National Employees to encourage its members especially to run for senior positions in the regional and national structures of the PSAC, as well as support and promote their campaigns, and

**WHEREAS** Daniel Kinsella, the former President of the Union of National Employees has declared his intention to run for a position at the upcoming PSAC convention,

**BE IT RESOLVED THAT** the Union of National Employees fully supports and promotes the candidacy announced by former President of the Union of National Employees in the amount of \$1, 500 including the related caucuses and activities that will be conducted to ensure a successful campaign.

**\*Vote by secret ballot: CARRIED**

M/S/C Richard Balance and Eddie Kennedy

**THAT** ballots be destroyed.

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9. **New Business (Cont'd)**

L) **Logo (Appendix "K")**

M/S Richard Balance and Jean-Pierre Naud

**THAT** the UNE logo be approved as presented.

**\*Recorded Vote 25: CARRIED**

10. **Committee Reports**

A) **Bylaw and Policy Committee (Appendix "L")**

1. **Archival Standing Committee Reports on the Website**

M/S Garry Larouche and Omar Murray

**THAT** the presentation of the archival reports on the website be referred to the Communication Committee for review.

**\*Recorded Vote 26: CARRIED**

2. **Terms of reference (See Appendix "L")**

M/S Garry Larouche and Michèle Milotte

**THAT** all Standing Committees Terms of Reference include a series of standard operation procedures that will be common to each standing committee.

**\*Recorded Vote 27: CARRIED**

M/S Garry Larouche and Omar Murray

**THAT** the Terms of Reference of the Bylaws and Policy Committee be adopted as presented.

**\*Recorded Vote 28: CARRIED**

3. Bylaw 7, Section 5 – Member Suspension

M/S Garry Larouche and Michèle Milotte

**THAT** Bylaw 7, Section 5 be amended to read as follow:

**Bylaw 7 Sec 5 (former Bylaw 12 Sec 5)  
Membership suspensions**

The national executive may recommend to the PSAC Board of Directors the suspension from membership of any individual or group of members for acts detrimental to the Union of National Employees, or for violating any provision of the bylaws of the component, or the PSAC Constitution, or for any of the reasons listed in Section 4, Subsections a) to m).

The local may request the presence of a national executive officer at one of their meetings to explain the cause of the suspension. Any member who has been suspended may submit an appeal to the National President under Section 25, Subsection 4 of the PSAC Constitution and PSAC Regulation 19, Section 12.

**\*Recorded Vote 29: CARRIED**

Note: Brother Doug Marshall advised that he was to consult with Brother John Gordon to determine whether this could be considered as an editorial change.

M/S Garry Larouche and Jennifer Chieh Ho

**THAT** Policy NEN 8 be amended as follows:

**Policy NEN 8 (former Guideline 18)**

**Executive planning and study session**

The Union of National Employees executive will hold a planning and study session within the first 6 months post-convention.

The planning and study session will be organized by a committee struck by the national officers in consultation with the national executive.

The session will serve as a forum in which the participants identify goals, set objectives, obtain relevant training and develop skills and strategies for achieving priorities.

The session will include the national executive, assistant regional vice-presidents and human rights committee.

Agenda items are to be submitted to the planning committee prior to the session.

**\*Recorded Vote 30: CARRIED**

M/S Garry Larouche and Michèle Milotte

**THAT** the report of the Bylaws and Policy Committee be adopted as a whole.

**\*Recorded Vote 31: CARRIED**

**E) Education, Honours and Awards Committee (Appendix “M”)**

1. Terms of Reference

M/S Michèle Milotte and Jennifer Chieh Ho

**THAT** the Terms of Reference of the Education, Honours and Awards Committee be adopted as presented.

**\*Recorded Vote 32: CARRIED**

2. TNAI – Training Needs Assessment Initiative

The Committee reported that they were provided with an overview of the TNAI work plan.

3. Long Term Objectives

The Committee identified the following projects to be addressed during the mandate:

- Mentoring Policy, Mechanisms and Program
- High School Outreach Program (National Advisory Sub- Committee)
- Fact Sheet on “Facing Management”
- Lifetime Members attendance at Convention
- Lifelong Learning Policy
- Ensuring Standardized Training and Providing Training

4. “How to deal with and Resolve Conflict” survey results  
The Committee reported that they discussed the survey results and had forwarded them to the consulting firm talked with the design and delivery of the program.

M/S Michèle Milotte and Jennifer Chieh Ho

**THAT** the report of the Education, Honours and Awards Committee report be adopted as a whole.

**\*Recorded Vote 33: CARRIED**

**C) Communications Committee (Appendix “N”)**

1. UNE Web Site  
The Committee recommended that a new agenda item be placed on the April National Executive meeting called “Facing Facebook”.
  
2. 3-Year Communications Plan  
The Committee provided the following communication priorities over the next three years:
  - Complete refocus of the national website
  - Solicit greater engagement via social media tools
  - Build stronger communities by building bridges between our union and NGOs and other unions
  - Feature more communication-generated content such as interviews, news pieces and videos
  - Labour issues reporting
  - Recruit citizen journalists
  - Empower locals with better grassroots communications (i.e. teach local leaders how to blog; equip Locals with custom tools)
  - Empower young workers via their own custom page
  - Greening the operations of the union
  
3. Logo  
The Committee recommended adoption of the new logo and will work with the Communications Officer to promote the Component’s new name and image.

4. Terms of Reference

The Committee reported that they would continue to review the Committee's Terms of Reference.

M/S Karoline Klüg and Angela Decker

**THAT** the report of the Communications Committee be adopted as a whole.

**\*Recorded Vote 34: CARRIED**

9. New Business (Cont'd)

P) CCOHS Forum

It was agreed that the UNE would not fund participants to this event as we will be hosting a Health and Safety Conference this year in Montreal. Members should be referred to their Regional Offices or Locals for funding.

N) Policy FIN 7, Section 1

M/S Michèle Milotte and Jennifer Chieh Ho

**THAT** Policy FIN 7, Section 1 be referred back to the Finance Human Resources Committee for review.

A/S/C Garry Larouche and Michèle Milotte

**THAT** Policy FIN 7, Section 1 be referred back to the Finance and Human Resources Committee with the following instruction:

Provide guidance on how members of the National Executive are remunerated taking into consideration the difference in employer groups.



11. **Round Table Check-Out**

A check-out ensued.

12. **Adjournment**

There being no further business the meeting adjourned at 5: 15 p.m.

In Solidarity,

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Doug Marshall  
National President