

MINUTES OF THE NATIONAL EXECUTIVE MEETING
HELD JANUARY 22-24, 2013

PRESENT WERE:

Doug Marshall, National President
 Eddie Kennedy, National Executive Vice-President
 Karoline Klüg, National Vice-President for Human Rights
 Angela Decker, Regional Vice-President, Atlantic
 Mike Leblanc, Assistant Regional Vice-President, Atlantic
 Jean-Pierre Naud, Regional Vice-President, Quebec
 Garry Larouche, Regional Vice-President, Ontario
 Sandy Bello, Assistant Regional Vice-President, Ontario
 Richard Ballance, Regional Vice-President, NCR (TB)
 Michele Milotte, Regional Vice-President, NCR (SE)
 Carl Laguerre, Human Rights Representative, NCR (SE)
 Martin Kaminski, Regional Vice-President, Manitoba
 Melody Raabe, Assistant Regional Vice-President, Manitoba
 Omar Murray, Regional Vice-President, Saskatchewan
 Janette Husak, Human Rights Representative, Saskatchewan
 Dave Burchell, Assistant Regional Vice-President, Alberta, N.W.T. and Nunavut
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon
 Andy Yung, Assistant Regional Vice-President, BC and Yukon
 Karl Lafreniere, Assistant Regional Vice-President, Outside Canada
 Isabelle Beaudoin, Human Rights Representative, Outside Canada
 Franco Picciano, Coordinator Member Services
 Georges St-Jean, Financial Advisor
 Ben René, Communications and Research Officer
 Johanne MacAndrew, Executive Assistant and Privacy Officer
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

REGRETS:

Heather Brooker, Regional Vice-President, Outside Canada
 Kevin King, Regional Vice-President, Alberta, N.W.T. and Nunavut

Brother Doug Marshall assumed the Chair.

1. CALL TO ORDER

Brother Doug Marshall called the meeting to order at 9 a.m.

2. PRESIDENTS REMARKS

Brother Doug Marshall welcomed everyone and wished all a happy New Year for 2013. There is no question that the past year was extremely difficult for all of us as a result of layoff notices and the loss of jobs. Nevertheless, we should also look at some of our success and accomplishments. We fought to reduce the

negative impact of job cuts by ensuring that employers followed collective agreements - and we were successful in convincing employers and winning grievances. Departments agreed to our requests for a single layoff announcement instead of dragging out the process for months. We have improved our communications, including the first use of videoconferencing and the launch of a new and improved UNE website last May. Our efforts to live within the budget mandated by Convention have resulted in reduced costs without affecting services to members. This will be critical in a time of job loss and reduced membership. 2012 saw the addition of 135 members working at the Slots at Rideau Carleton who joined the UNE. We have also improved our IT systems and have started the construction of an intranet system that will provide quick access to the information needed by UNE leaders.

3. **HOURS OF SITTING**

The hours of sitting were adopted as presented.

4. **OATH OF OFFICE:**

Brother Doug Marshall administered the oath of office to Sister Melody Raabe, newly elected Assistant Regional Vice-President for the Manitoba Region.

5. **ADOPTION OF THE AGENDA (Appendix "A")**

M/S Garry Larouche and Omar Murray

Adoption of the agenda with the addition of the following item:

11. G) Explore Engagement with Members.

***Recorded Vote 1: CARRIED**

6. **ROUND TABLE CHECK-IN**

A roundtable check-in ensued.

7. **MOMENT OF SILENCE**

Brother Doug Marshall asked everyone to stand for a moment of silence in memory of the following members who have recently passed away:

Sister Susan Gannon of Local 30070

Sister Marilyn Hogans of Local 70172

Brother Bob Beauchamp, former RVP for NCR (SE)

Sister Jackie Donnelly, former president of Local 70183
Daughter of Sister Sherri Dolk, vice-president of Local 00034
Father of Brother Jean-Pierre Ouellet, former RVP for Outside Canada and
grandfather of Catherine Lapierre Ouellet
Brother Barry Done, former PSAC G&A Officer
Sister Marcia Houston, family of Brother Steve Houston

8. **MINUTES OF PREVIOUS MEETING**

It was agreed that this item be postponed.

9. **REPORT OF THE EXECUTIVE:**

A) **National President**

It was agreed that this item be postponed until the document is received from translation.

B) **Report of the National Executive Vice-President (Appendix "B")**

M/S Eddie Kennedy and Karoline Klug

Adoption of the report of the National Executive Vice-President as presented.

***Recorded Vote 2: CARRIED**

C) **Report of the National Vice-President for Human Rights**

It was agreed that this item be postponed.

D) **Inactive Locals and Locals not in Conformance**

Regional Officers provided updates on the status of their consultation with the non-conformant locals within their jurisdiction with regard to their reactivation. 3 weeks prior to NE Meeting send the inactive locals report.

Brother Doug Marshall advised that PSAC members at the Slots at Rideau Carleton are the newest addition to the UNE membership. They are in the process of developing their local bylaws and will soon hold their first AGM.

RECESS

10. ONGOING BUSINESS

A) Workforce Adjustment

Brother Doug Marshall outlined some of the difficulties arising from the government's failure to coordinate and prepare for the WFA process. Too many departments and agencies did not adequately facilitate alternation opportunities. Treasury Board did not provide clear instructions regarding the interpretation of the Employment Insurance legislation. The result was that many opting employees departing from the public service due to workforce adjustment were improperly denied the Employment Insurance benefits to which they were entitled. As well, there was no consistent advice on whether the transitional support measures were considered taxable under the Income Tax Act, The PSAC has pursued this matter and is now awaiting a response from Treasury Board.

B) Bargaining:

i) Parks Canada

Brother Mike LeBlanc advised that a tentative agreement has reached with Parks Canada Agency. The bargaining team unanimously recommends acceptance of the tentative agreement. The ratification vote is presently being conducted across the country till February 20.

Brother Doug Marshall, on behalf of the National Executive, thanked Brother Mike LeBlanc and the whole bargaining team for their good work at this round of bargaining.

ii) TC Bargaining Group

Brother Garry Larouche reported that the Public Interest Commission (PIC) has just released the TC report and recommendations.

Brother Doug Marshall thanked the TC bargaining team for their hard work on this round of bargaining.

RECESS

TUESDAY, JANUARY 22, 2013 - AFTERNOON SESSION
Reconvened at 1 p.m.

PRESENT WERE:

Doug Marshall, National President
Eddie Kennedy, National Executive Vice-President
Karoline Klüg, National Vice-President for Human Rights
Angela Decker, Regional Vice-President, Atlantic
Mike Leblanc, Assistant Regional Vice-President, Atlantic
Garry Larouche, Regional Vice-President, Ontario
Sandy Bello, Assistant Regional Vice-President, Ontario
Richard Ballance, Regional Vice-President, NCR (TB)
Michele Milotte, Regional Vice-President, NCR (SE)
Carl Laguerre, Human Rights Representative, NCR (SE)
Martin Kaminski, Regional Vice-President, Manitoba
Melody Raabe, Assistant Regional Vice-President, Manitoba
Omar Murray, Regional Vice-President, Saskatchewan
Janette Husak, Human Rights Representative, Saskatchewan
Dave Burchell, Assistant Regional Vice-President, Alberta, N.W.T. and Nunavut
Jennifer Chieh Ho, Regional Vice-President, BC and Yukon
Andy Yung, Assistant Regional Vice-President, BC and Yukon
Karl Lafreniere, Assistant Regional Vice-President, Outside Canada
Isabelle Beaudoin, Human Rights Representative, Outside Canada
Franco Picciano, Coordinator Member Services
Georges St-Jean, Financial Advisor
Ben René, Communications and Research Officer
Johanne MacAndrew, Executive Assistant and Privacy Officer
Ateau Zola, Assistant to the National Executive and Human Rights Committee

REGRETS:

Heather Brooker, Regional Vice-President, Outside Canada
Kevin King, Regional Vice-President, Alberta, N.W.T. and Nunavut
Jean-Pierre Naud, Regional Vice-President, Quebec

10. ONGOING BUSINESS (Cont'd)

B) Bargaining:

iii) **SSO Bargaining**

It was agreed that this item be tabled.

- iv) **Canadian Museum for Human Rights**
Brother Doug Marshall advised that new members at the Canadian Museum for Human Rights in Winnipeg are bargaining a first collective agreement.
- v) **Slots at Rideau Carleton (OLG)**
Brother Doug Marshall announced that our members at the Slots at Rideau Carleton have achieved and ratified their first collective agreement late last year. The new local will soon be holding their first annual general meeting.
- C) **2011 Convention Report**
It was agreed that this item be postponed.
- D) **Resolutions of Records**
Brother Doug Marshall advised that a record of all National Executive decisions as well as resolutions adopted at UNE conventions was being prepared and will be presented to the National Executive once completed.
- E) **Presidential Rulings**
Brother Doug Marshall also advised that a record of presidential rulings was being prepared. This document will also be available for the National Executive once completed.
- F) **National Conference Updates**
 - i) **Health and Safety Conference**
Brother Eddie Kennedy advised that the Health and Safety Conference was held in Montreal at the Marriott Chateau Champlain from October 18 to October 21, 2012. The overall attendance and feedback from participants were positive. The total cost of the conference was approximately \$160,000 under the allocated budget.
 - ii) **All Presidents Conference**
Brother Doug Marshall advised that the All Presidents Conference will be held April 4 to April 7, 2013 at the Hilton Lac Lemay Hotel. The steering committee has been working on putting together workshops and potential presentations. An agenda has been set and we are currently accepting online registrations.
 - iii) **Human Rights Conference**
Sister Karoline Klüg advised that the Human Rights Conference will be held from October 3 to October 6, 2013 at the Fairmont Winnipeg. The Human Rights Committee is scheduled to meet in Ottawa on February 22nd and 23rd to work on the conference planning.

G) Regional Seminars Update

Brother Doug Marshall encouraged everyone to consult the UNE website for a list of all upcoming Regional Seminars.

H) 2014 UNE Triennial Convention**i) Update on the Convention Plan**

Brother Doug Marshall advised that a Draft Convention Plan is being finalized. He also advised that there would be a site visit prior to our next National Executive Meeting in April.

11. NEW BUSINESS**A. Policy on Environmental Sensitivities (Appendix "C")**

M/S Karoline Klüg and Angela Decker

THAT the new policy on Environmental Sensitivities be adopted as presented.

***Recorded Vote 3: CARRIED**

RECESS

11. NEW BUSINESS (Cont'd)**D. Organizing**

Brother Doug Marshall encouraged everyone to take initiatives when it comes to organizing new units. In the past few months, along with the PSAC Organizing Section, we have been speaking to prospective new members. If there are groups that might be interested in unionizing and joining PSAC and UNE, please advise the National President.

E) Written Report of National and Regional Officers:

Brother Doug Marshall reminded officers of the requirement in Bylaw 2, section 20(b) to submit an annual report. The deadline for the submission of reports is April 1st of every year.

F) Election Processes for National and Regional Officers:

Brother Doug Marshall advised that a checklist is being developed to provide a clear process from the time of the resignation of officers until the election of their replacement.

12. COMMITTEE REPORT:**B) NE Disciplinary Committee Report (Appendix "D")**

M/S Eddie Kennedy and Karoline Klug

Adoption of the Report of the NE Disciplinary Committee Report as a whole.

***Recorded Vote 4: CARRIED**

RECESS

WEDNESDAY JANUARY 23, 2013 – MORNING SESSION
Reconvened at 9 a.m.

PRESENT WERE:

Eddie Kennedy, National Executive Vice-President
 Karoline Klüg, National Vice-President for Human Rights
 Angela Decker, Regional Vice-President, Atlantic
 Mike Leblanc, Assistant Regional Vice-President, Atlantic
 Jean-Pierre Naud, Regional Vice-President, Quebec
 Garry Larouche, Regional Vice-President, Ontario
 Sandy Bello, Assistant Regional Vice-President, Ontario
 Richard Ballance, Regional Vice-President, NCR (TB)
 Michele Milotte, Regional Vice-President, NCR (SE)
 Carl Laguerre, Human Rights Representative, NCR (SE)
 Martin Kaminski, Regional Vice-President, Manitoba
 Melody Raabe, Assistant Regional Vice-President, Manitoba
 Omar Murray, Regional Vice-President, Saskatchewan
 Janette Husak, Human Rights Representative, Saskatchewan
 Dave Burchell, Assistant Regional Vice-President, Alberta, N.W.T. and Nunavut
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon

Andy Yung, Assistant Regional Vice-President, BC and Yukon
Heather Brooker, Regional Vice-President, Outside Canada
Karl Lafreniere, Assistant Regional Vice-President, Outside Canada
Isabelle Beaudoin, Human Rights Representative, Outside Canada
Franco Picciano, Coordinator Member Services
Georges St-Jean, Financial Advisor
Ben René, Communications and Research Officer
Johanne MacAndrew, Executive Assistant and Privacy Officer
Ateau Zola, Assistant to the National Executive and Human Rights Committee

REGRETS:

Doug Marshall, National President
Kevin King, Regional Vice-President, Alberta, N.W.T. and Nunavut

General Matter

Brother Eddie Kennedy assumed the Chair.

Brother Eddie Kennedy administered the oath of office to Sister Heather Brooker, newly elected Regional Vice-President for Outside Canada Region.

On behalf of the National Executive, Brother Eddie Kennedy welcomed Sister Heather Brooker to the National Executive.

Brother Andy Yung assumed the seat for the BC and Yukon Region.

Sister Sandy Bello assumed the seat for the Ontario Region.

9. REPORT OF THE EXECUTIVE (CONT'D)

C. National Vice-President for Human Rights

M/S Karoline Klüg and Angela Decker

Adoption of the verbal report of the National Vice-President for Human Rights.

Sister Karoline Klüg reported on her recent activities as follows:

- Two planning sessions have already been held for the 2013 Human Rights Conference by the HR Committee including a brainstorming exercise with the entire National Executive in Harrison Hot Springs;
- At the last planning session on June 15-16, 2012, the HR Committee adopted the Conference theme – which will be Activism;
- Tasks have been distributed among Committee members;
- The winner of the multiculturalism picture contest has been determined;
- Attended and had an opportunity to facilitate a workshop on Mental Health and on how the union was working in providing accommodation to employers in this regard.

***Recorded Vote 5: CARRIED**

10. ONGOING BUSINESS

G) Regional Seminars Update

Brother Eddie Kennedy advised that during each term Regions holds regional seminars. At the seminar, the region is responsible for electing their youth delegates (and alternates) to the National Triennial convention. within their mandate. Each region is responsible for electing its respective regional youth delegates to the Triennial Convention. He further provided the following Regional Seminars' schedule update:

- Manitoba and Saskatchewan Regions will be hold a combined Regional Seminar in Regina on February 1-3, 2013;
- Atlantic - Spring 2013;
- Outside Canada - June 2013 (tentative);
- Ontario - August 23-25, 2013
- BC and Yukon - December 6 to 8, 2013
- Alberta, N.W.T. and Nunavut - January 17 to 19, 2014
- NCR – Separate Employers - February 7 to 9, 2014

11. NEW BUSINESS

B) IT Presentation

Brother Greg McNamara provided a presentation on the following IT projects:

- IT Infrastructure – Backbone, cabling and wireless access points
- Internet Access – DSL vs. Fibre
- Phone System – VOIP and new features

IN CAMERA SESSION

WEDNESDAY JANUARY 23, 2013 – AFTERNOON SESSION

Reconvened at 1 p.m.

PRESENT WERE:

Doug Marshall, National President
 Eddie Kennedy, National Executive Vice-President
 Karoline Klüg, National Vice-President for Human Rights
 Angela Decker, Regional Vice-President, Atlantic
 Mike Leblanc, Assistant Regional Vice-President, Atlantic
 Jean-Pierre Naud, Regional Vice-President, Quebec
 Garry Larouche, Regional Vice-President, Ontario
 Sandy Bello, Assistant Regional Vice-President, Ontario
 Richard Ballance, Regional Vice-President, NCR (TB)
 Michele Milotte, Regional Vice-President, NCR (SE)
 Carl Laguerre, Human Rights Representative, NCR (SE)
 Martin Kaminski, Regional Vice-President, Manitoba
 Melody Raabe, Assistant Regional Vice-President, Manitoba
 Omar Murray, Regional Vice-President, Saskatchewan
 Janette Husak, Human Rights Representative, Saskatchewan
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon
 Andy Yung, Assistant Regional Vice-President, BC and Yukon
 Heather Brooker, Regional Vice-President, Outside Canada
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 Isabelle Beaudoin, Human Rights Representative, Outside Canada
 Franco Picciano, Coordinator Member Services
 Georges St-Jean, Financial Advisor
 Ben René, Communications and Research Officer

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

REGRETS:

Kevin King, Regional Vice-President, Alberta, N.W.T. and Nunavut
 Dave Burchell, Assistant Regional Vice-President, Alberta, N.W.T. and Nunavut

Brother Doug Marshall, on behalf of the National Executive, welcomed Ian Capstick to the meeting.

11. NEW BUSINESS

- G) Sub-Committee – Explore Engagement with Members**
 Ian Capstick addressed Executive Officers on the importance of constantly engaging ourselves in discussions with regard to finding innovative ways of engaging and keeping members apprised in this changing world of communications.

RECESS

12. NEW BUSINESS (Cont'd)

- H) Sub-Committee – Explore Engagement with Members**

M/S/C Heather Brooker and Eddie Kennedy

THAT this meeting go into committee of the whole.

The Committee rose and reported the following Resolution.

M/S Karoline Klüg and Sandy Bello

BE IT RESOLVED THAT the UNE establish an ad hoc committee of four that will:

1. Look at a definition of "membership engagement" for UNE
2. Make concrete recommendations on actions of how the UNE can engage its members

- 3. Make recommendations on how the UNE can continue to engage members
- 4. Table a report on these matters at the next regular meeting of the National Executive

***Recorded Vote 6: CARRIED**

Note: This would be a call for volunteers to participate on this sub-committee. We are looking for a Committee of four who will be available at least one hour per week for discussion via conference call or video conference. This is your chance to discuss creative ideas that our union can use to reach out to our members.

12. COMMITTEE REPORTS

F) Finance and Human Resources Committee (Appendix "E")

- 1. Financial Statement to October 31, 2012

M/S Eddie Kennedy and Andy Yung

THAT the Financial Statement to October 31, 2012 be accepted.

***Recorded Vote 7: CARRIED**

- 2. Membership Statistics
The Committee reviewed the membership statistical report. It was noted that membership is considerably lower than the projection of 25,000 members.

RECESS

THURSDAY JANUARY 24, 2013 – MORNING SESSION
Reconvened at 9 a.m.

PRESENT WERE:

Doug Marshall, National President
 Eddie Kennedy, National Executive Vice-President
 Karoline Klüg, National Vice-President for Human Rights
 Angela Decker, Regional Vice-President, Atlantic
 Mike Leblanc, Assistant Regional Vice-President, Atlantic
 Jean-Pierre Naud, Regional Vice-President, Quebec
 Garry Larouche, Regional Vice-President, Ontario
 Sandy Bello, Assistant Regional Vice-President, Ontario
 Richard Ballance, Regional Vice-President, NCR (TB)
 Michele Milotte, Regional Vice-President, NCR (SE)
 Carl Laguerre, Human Rights Representative, NCR (SE)
 Martin Kaminski, Regional Vice-President, Manitoba
 Melody Raabe, Assistant Regional Vice-President, Manitoba
 Omar Murray, Regional Vice-President, Saskatchewan
 Janette Husak, Human Rights Representative, Saskatchewan
 Dave Burchell, Assistant Regional Vice-President, Alberta, N.W.T. and Nunavut
 Jennifer Chieh Ho, Regional Vice-President, BC and Yukon
 Andy Yung, Assistant Regional Vice-President, BC and Yukon
 Heather Brooker, Regional Vice-President, Outside Canada
 Karl Lafreniere, Assistant Regional Vice-President, Outside Canada
 Isabelle Beaudoin, Human Rights Representative, Outside Canada
 Franco Picciano, Coordinator Member Services
 Georges St-Jean, Financial Advisor
 Ben René, Communications and Research Officer
 Johanne MacAndrew, Executive Assistant and Privacy Officer
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

12. COMMITTEE REPORTS (Cont'd)

F) Finance and Human Resources Committee (Appendix “E”)

3. Investments

The Committee reviewed the investment report.

4. Conferences and Seminars

The Committee reviewed the conferences and seminars report. It was noted that the Health and Safety Conference cost was approximately \$350,000 in comparison with a budget of \$510,000. For information

5. Overtime

The Committee reviewed the staff overtime expense to the end of November 2012.

Sister Sandra Bello assumed the seat for the Ontario Region.

6. Donations

M/S Eddie Kennedy and Karoline Klüg

THAT in any fiscal year where the component doesn't maximize the yearly donations budget, the component will double its donation allocated for the holiday season.

***Recorded Vote 8: CARRIED**

7. Inactive locals

The committee reviewed the report including the monies being held and the number of months for which the Locals were in non-conformance. A more detailed Inactive report was presented to the National Executive and included the date for which the last local financial statements were provided to the component along with the bank balance for that date.

8. Component Per Diem 2013

The Committee reviewed the Component's current per diem and the Treasury Board per diems which were effective October 1, 2013.

M/S Eddie Kennedy and Angela Decker

THAT the 2013 per diem be set as follows:

All Provinces		Yukon	
Breakfast	\$16.00	Breakfast	\$ 18.00
Lunch	17.00	Lunch	20.00
Dinner	42.00	Dinner	54.00
Incidentals	<u>19.00</u>	Incidentals	<u>19.00</u>
Total	\$ 94.00	Total	\$111.00

NWT		Nunavut	
Breakfast	\$ 22.00	Breakfast	\$ 23.00
Lunch	23.00	Lunch	31.00
Dinner	58.00	Dinner	71.00
Incidentals	<u>19.00</u>	Incidentals	<u>19.00</u>
Total	\$122.00	Total	\$ 144.00

***Recorded Vote 9: CARRIED**

Sister Robyn Benson joined the meeting.

Brother Doug Marshall, on behalf of the National Executive welcomed Sister Robyn Benson.

11. NEW BUSINESS

C) Presentation by PSAC National President

Sister Robyn Benson provided an update on different campaigns that the PSAC is launching. The most recent one under the theme "We Are All Affected" is designed to promote the value of federal public services. As thousands of federal public service workers are being branded "affected" and losing their jobs, we are all affected by these cuts. The following materials for the campaign has been produced which can be used in workplaces and community events across the country:

- "We are all affected" buttons, stickers, window decals, and washable tattoos
- Post cards to hand out to the public with our campaign description and website
- Online tools such as profile pictures, shareable content, email actions

Sister Robyn Benson further shared a few thoughts with respect to the new Bill C-377 which is a way to attack unions, because it's specifically directed at trade unions. The bill demands that unions provide detailed financial and other information to the Canada Revenue Agency every year.

RECESS

THURSDAY JANUARY 24, 2013 – AFTERNOON SESSION
Reconvened at 1 p.m.

PRESENT WERE:

Doug Marshall, National President
 Eddie Kennedy, National Executive Vice-President
 Karoline Klüg, National Vice-President for Human Rights
 Angela Decker, Regional Vice-President, Atlantic
 Mike Leblanc, Assistant Regional Vice-President, Atlantic
 Jean-Pierre Naud, Regional Vice-President, Quebec
 Garry Larouche, Regional Vice-President, Ontario
 Sandy Bello, Assistant Regional Vice-President, Ontario
 Richard Ballance, Regional Vice-President, NCR (TB)
 Michele Milotte, Regional Vice-President, NCR (SE)
 Carl Laguerre, Human Rights Representative, NCR (SE)
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 Franco Picciano, Coordinator Member Services
 Georges St-Jean, Financial Advisor
 Ben René, Communications and Research Officer
 Johanne MacAndrew, Executive Assistant and Privacy Officer
 Ateau Zola, Assistant to the National Executive and Human Rights Committee

Sister Sandy Bello assumed the seat for the Ontario Region.

12. COMMITTEE REPORTS (Cont'd)

F) Finance and Human Resources Committee (Appendix “E”)

9. Component Average Hourly Rate

M/S Eddie Kennedy and Dave Burchell

THAT the Union of National Employees’ average hourly be increased to \$27.00 January 1, 2013.

***Recorded Vote 10: CARRIED**

10. Kilometre Rates
The committee reviewed the standing motion regarding kilometre rates. 2013 rates will be calculated accordingly.

11. 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 2012 is January 21, 2013. For information.

12. National Component Assets
National Executive members are to review the list of Capital Assets for their respective region and inform the Finance Section of any discrepancies. The documents are to be signed and returned to the Finance Section staff. For information.

13. National Executive Hospitality Allowance
The committee was informed that the payment of the National Executive hospitality allowance will be made during the week of January 28, 2013.

M/S Eddie Kennedy and Karoline Klug

Adoption of the Report of the Finance and Human Resources Committee as a whole.

***Recorded vote 11: CARRIED**

F) Finance and Human Resources Committee (Appendix “F”)

M/S Eddie Kennedy and Jennifer Chieh Ho

Adoption of the report of the Finance and Human Resources Committee as a whole.

***Recorded Vote 12: CARRIED**

A) Bylaws and Policy Committee (Appendix “G”)

M/S Omar Murray and Garry Larouche

THAT Policy LOC 7 (Local Bylaw 8) be amended as follows:

Local Bylaw 8: Amending local bylaws

Local Bylaw 8 Section 1

A local’s bylaws may be amended by a two-thirds majority vote of the members present at an annual membership meeting, provided 30 days’ notice of the meeting has been issued and posted.

Local Bylaw 8 Section 2

All amendments and corresponding annual general meeting minutes must be forwarded to the Coordinator of Administration, Union of National Employees.

***Recorded Vote 13: CARRIED**

M/S Omar Murray and Garry Larouche

Adoption of the report of the Bylaws and Policy Committee as a whole.

***Recorded Vote 14: CARRIED**

C) Collective Bargaining Committee (Appendix “H”)

M/S Garry Larouche and Martin Kaminski

Adoption of the report of the Collective Bargaining Committee as a whole.

***Recorded Vote 15: CARRIED**

RECESS

12. COMMITTEE REPORTS (CONT'D)**D) Communications Committee (Appendix “I”)**

M/S Karoline Klüg and Dave Burchell

Adoption of the Communications Committee’s terms of reference as presented.

***Recorded Vote 16: CARRIED**

Media Policy NEN 7

M/S Karoline Klüg and Angela Decker

THAT Policy NEN 7 be amended to read as follows:

Policy NEN 7

Media policy

Media Relations Responsibilities

The national president is the main spokesperson for the Union of National Employees.

On occasion, members who are particularly knowledgeable about the subject matter at hand may be authorised by the national president to speak with the media. These members should be

briefed by a UNE or PSAC communications officer before speaking with journalists.

If a union officer wishes to engage with the media, they must seek the authorisation of national president. Additionally, members should work with a UNE or PSAC communications officer to craft their message and get pointers for how to deal with the media.

Union staff are generally not authorised to speak on behalf of the membership. On occasion, staff members may be asked to speak to a journalist to provide background or provide comments – but only with the explicit approval of the national president.

All media requests should immediately be directed to the UNE communications officer or, in his or her absence, a PSAC communications officer.

News Releases

All news releases issued in the name of the Union of National Employees must be approved by the national president and issued by the head office. This policy is designed to ensure that our message is consistent. The Union of National Employees will always issue news releases in English and French.

News Conferences

The national president must approve the scheduling of press briefings or news conferences. This policy is designed to ensure that appropriate staff and resources are available during these important events.

Discipline for failing to comply

Any members who fail to comply with the above provisions could be disciplined under Bylaw 7, Section 5.

***Recorded Vote 17: CARRIED**

M/S Karoline Klüg and Angela Decker

Adoption of the report of the Communications Committee as a whole.

***Recorded Vote 18: CARRIED**

Brother Garry Larouche assumed the seat for the Ontario Region.

E) Education Honours and Awards Committee (Appendix “J”)

Referral of Policy MEM 1 Section 2

M/S Michèle Milotte and Richard Ballance

THAT Policy MEM 1 Section 2 be amended to read as follows:

Policy MEM 1 Section 2 (renumber remaining sections)

A life member will receive a suitably framed certificate and will be entitled to attend, at component expense, the Union of National Employees Triennial Convention which follows the national executive meeting at which the honour is conferred.

***Recorded Vote 19: CARRIED**

Training for the National and Regional Officers (NRO) on how to run an AGM

The committee discussed the importance of providing AGM training to the group of 51. (National Executive, Assistant Regional Vice-Presidents, Human Rights Representatives). The committee agreed that 30 minute sessions will be scheduled at each of the next 3 National Executive meetings. (commencing with the NE of April 2013)

Bursaries

The committee had a far reaching discussion on Honours and Awards and recommends: that all of the Awards and Honours be placed in one location on the component web site.

CLC College

The committee was informed that the UNE President makes the decision regarding applicants.

Terms of Reference – Post Event Surveys

The committee discussed the fact that evaluations for all National Conferences and Regional Seminars need to be forwarded to the committee so that it may fulfil its mandate.

M/S Michèle Milotte and Jennifer Chieh Ho

Adoption of the report of the Education, Honours and Awards Committee as a whole.

***Recorded Vote 20: CARRIED**

G) Francophone Committee (Appendix “K”)

M/S Jean Pierre Naud and Mike Leblanc

Adoption of the report of the September Francophone Committee meeting 2012 as a whole.

***Recorded Vote 21: CARRIED**

M/S Jean Pierre Naud and Mike Leblanc

Adoption of the report of the January Francophone Committee meeting as a whole.

***Recorded Vote 22: CARRIED**

H) Locals and Membership Committee (Appendix “L”)

M/S Martin Kaminski and Richard Ballance

THAT based on the wishes of Local 70348 and agreement of local 70101, that Local 70348 be merged into Local 70101.

***Recorded Vote 23: CARRIED**

M/S Richard Ballance and Martin Kaminski

THAT Local 00293 be dissolved.

***Recorded Vote 24: CARRIED**

Note: The National Executive thanked former members of Local 00293 for their participation in the union movement.

M/S Martin Kaminski and Richard Ballance

Adoption of the report of Locals and Membership Committee as a whole.

***Recorded Vote 25: CARRIED**

8. MINUTES OF THE PREVIOUS MEETING:

National Executive Meeting – September 11-13, 2012

M/S Jennifer Chieh Ho and Angela Decker

Adoption of the minutes of the National Executive Meeting held September 11-13, 2012.

***Recorded Vote 26: CARRIED**

Brother Doug Marshall relinquished the Chair to Brother Eddie Kennedy.

Brother Eddie Kennedy assumed the Chair.

9. REPORT OF THE NATIONAL EXECUTIVE

A) Report of the National President (Appendix “M”)

M/S Doug Marshall and Omar Murray

Adoption of the September 2012 report of the National President as presented.

***Recorded Vote 27: CARRIED**

M/S Doug Marshall and Karoline Klug

Adoption of the January 2013 report of the National President as presented.

***Recorded Vote 28: CARRIED**

Brother Doug Marshall assumed the Chair.

13. ROUNDTABLE CHECK-OUT

A roundtable check-out ensued.

14. ADJOURNMENT

M/S/C Dave Burchell and Omar Murray

THAT the meeting adjourn.

There being no further business the meeting adjourned at 5:47 p.m.

Doug Marshall
National President