

Ministry of Children and Family Development

Article 29

Meeting Date: March 8, 2017

Location: 4th floor – 765 Broughton, Victoria BC

Present:	<p><u>Ministry:</u> Manjit Bains (MB), Director, Operational and Performance Management Tim Osborne (TO), Executive Director, Strategic Human Resources Deborah Headley (DH), Executive Director, Service Delivery Operations Michelle Perren (MP), Director, Strategic Workplace Initiatives Sheila Robinson (SR), EDS, Vancouver/Richmond (for Allison Bond)</p> <p><u>Union:</u> Craig Tott (CT), Sheriffs and Correction Services Component Sonja Haigh (SH), BCGEU Social Information and Health Component 6 Doug Kinna (DK), BCGEU Social Information Health Component 6 Faith Johnston (FJ), Administrative Services Component – 100 Mile House</p>
Regrets:	Allison Bond (AB), Assistant Deputy Minister, Service Delivery Division Mike Eso (ME), BCGEU Staff Representative
Minutes:	Esther Graham (EG), SHR Coordinator
Chair:	Tim Osborne co-chaired for Allison Bond, ADM (Co-Chair);
	Sonja Haigh (SH), BCGEU Social Information and Health Component 6 (Co-Chair)

ITEMS	DISCUSSION	ACTION
Check in		
Review of Minutes, Action Items & Agenda	Minutes for both September and November meetings accepted.	EG to post to i-Connect.
Leadership Development Review Program for TLs	Survey was drafted with the review of the Union about the supports that TLs would find useful. The survey was sent out with 159 respondents and is currently being collated. When the information is cross referenced with other career information it will be shared at a future A29 meeting.	
Letters of Expectation	The Ministry worked on a draft letter of expectation and shared with the PSA. The PSA has a template letter of expectation and had some concerns about one specifically for MCFD since their aim is consistency across the public service. Union doesn't want to have variations of letters by regions, would like consistency and congruence with the collective agreement especially with hours of work.	MP to provide the full PSA template to the Union. MP, SH and DK to have a meeting about the PSA letter.
Joint Administrative Working Group	The three working groups are moving ahead, a hands up opportunity was posted for SMEs to help build the online manual and AB approved 2 people to focus for 2 months on the project. A one year pilot temporary position has been reviewed and going for final approval. The position will likely be an 18 classification to	

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	support on work happening through JAWG. There may be a forum after June to consolidate and celebrate the work of the JAWG and establish the path for future work. Union asked if any custody admin. staff were involved, and yes there was representation.	
Temporary Assignments	The Union raised the issue of TAs being extended or converted to permanent positions without the full competitive process. The Union doesn't support that practice since an employee may not be able to apply on the TA but would like to apply on a permanent. The Ministry would like to be notified of the particular situations so they can address, so FJ to send the information to MB for follow-up.	FJ to send the particular details to MB for investigation.
Admin. Work Schedules	The Union raised concerns that some locally agreed work schedules might be discontinued. The collective agreement lays out how to change an hours of work agreement. MB will follow up on the particular situation and advise FJ.	MB to determine status of the standardized document and advise FJ.
Parking	Parking has become an issue particularly in Kelowna and Prince George when employees need to use their vehicles for work. Kelowna has been a challenge for employees because of the limitations of the transit system. MB advised that there is a working group currently looking at the issue provincially, but not sure the progress of the working group, so will inquire and inform the Union.	MB will email Union about the meeting dates of the working group.
Transfers in Geographic Region	The EDS have been working on how to assign workload effectively and having a suitable mix of experience on teams. If there is suitable team capacity then the vacancies would be offered to the float with seniority and if not suitable would be an EOI to have an in geographic transfer. The Union raised concern with the float policy not being applied consistently, and different interpretations of seniority.	MB will send out messaging about service seniority definition.

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OH&S - report out on OHS meeting	Union asked about the status of the BYSCC OH&S recommendations. The second JOHS meeting was held on March 7 th and a priority will be to establish a TOR. The discussion included ergonomic assessments, JOHS committee membership challenges, JOHS sharepoint access and fentanyl.	TO will ask LA about the BYSCC recommendations and send information to CT.
Appendix 4 update	No updates this meeting.	
Next meeting	May 16, 2017 will be next meeting 9:00 -12:00 PM.	