

Ministry of Children and Family Development

Article 29 Update

Meeting Date: July 7, 2015

Location: 4th floor – 765 Broughton, Victoria BC

Present:	<p><u>Ministry:</u> Allison Bond, Assistant Deputy Minister, Service Delivery Division Tim Osborne, Executive Director, Strategic Human Resources Manjit Bains, Director, Operational and Performance Management Robert Watts, Executive Director, Service Delivery Operations</p> <p><u>Union:</u> Susan Powell, Co-Chair & BCGEU Social Information and Health Component 6 Sonja Haigh, BCGEU Social Information and Health Component 6 Mike Eso, BCGEU Staff Representative Craig Tott, Sheriffs and Correction Services Component</p>
Regrets:	Faith Johnston (FJ), Administrative Services Component
Guests:	N/A
Minutes:	Michelle Perren (MP), A/Director, Strategic Workplace Initiatives
Chair:	Allison Bond, ADM (Co-Chair); Susan Powell, BCGEU SIH Component 6 (Co-Chair)

ITEMS	DISCUSSION	ACTION
Check in		
Article 29	The Union wished to discuss having a chair onsite at meetings. The Ministry offered and secured Tim Osborne as the co-chair backup.	
Review of Minutes , Action Items & Agenda	Minutes approved to be uploaded	Michelle to upload to iConnect site.
Centralized Screening	New centralized screening was discussed, including any issues that have arisen as a result. Discussion surrounded change management, training, communications, and scheduling. Each area and office affected and issues specific to each was discussed. Change management was the underlying focus and the ministry recognized the change for employees and encouraged collaborative discussion and support.	Invite Sheila Robinson (Mark Fassina) to attend and do a demonstration of ICE.
Victoria Youth Custody MOU Sheriffs/MCFD & transportation	Ministry advised there were two regular staff still to be placed. Confirmed that the custody centre was closed, only the temporary remand facility was open. Union made additional requests for information. Parties agreed to set up a separate meeting to address these questions.	Craig to develop a list of questions and a meeting will be arranged with Lenora Angel to review.
Office Hours	Discussion focussed on issues related to implementation of new office hours across the province. This change came because of what the ministry heard from staff regarding the administrative workload issues, so ministry looked at this solution to modify office hours. Union advised where there are smaller communities, they are used to turning off the phones over lunch, but in larger communities, they are not accustomed to this. Specific issues related to certain offices were discussed- ministry agreed to follow up with these areas.	Allison to follow up with EDS's on office hours/clarification.
Recruitment & Retention	Ministry advised it started with the first provincial posting for CPW's on March 23 rd ; and there has been a series of hard to	

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	<p>recruit postings since then. Results have been successful: 300 application 225 interviews, 138 offers, 95 accepted 72 new employees; there are 17 people on the eligibility list.</p> <p>General discussion on regarding screening questions, auxiliary hires and the lateral transfer policy.</p>	
Appendix 4	<p>Updated committee on outstanding Appendix 4's. Due to hard work of the sub-committee the number of outstanding Appendix 4's has dramatically decreased. Ministry confirmed only one new Appendix 4 in 2015 that is now at the A 29 committee level.</p> <p>Committee discussed the need to be able to identify how many active Appendix 4's in the ministry that are in the early stages of the Appendix 4 process.</p>	SHR to work with Operational and Performance Management Branch to identify these numbers (Appendix 4) at an early stage.
OHS	<p>Discussion about the pilot of the Risk Assessment Checklist that was piloted at two offices. Checklist will be amended to simplify based on feedback received. Ministry to implement checklist in the fall.</p>	
Administrative Services	<p>Report on the progress made by the Joint Administrative Steering Committee since the forum that was held in Richmond in February, 2015. Next steps include a joint meeting in September, 2015 bringing together the leads of the various working groups to develop a work plan and next steps regarding the key themes that emerged from the forum in February.</p>	
Letters of Expectation	<p>Union expressed concerns about the language in some letters of expectation. The union acknowledged the Employer has the right to manage and but it does not mean the union is in agreement.</p> <p>Ministry to follow up with PSA regarding content of their supervisory training.</p>	Tim Osborne to follow up on PSA.
Education Leave	N/A	
Next Steps	Parties agreed to next meeting on October 8, 2015.	Send update