



# UNION OF TAXATION EMPLOYEES – PSAC Fraser Valley Tax Services Office Local 20007



Meeting Minutes for Tuesday, January 10, 2017

Terry Ruyter	President	x	
Mathew Mosher	1 <sup>st</sup> VP	x	
Alan McDonell	Chief Shop Steward	x	
Israel Shushan	Treasurer		x
Josie Muloin	Secretary	x	
Kanwal Ghuman	Director		x
Michael Bertacco	Director	x	
Debi Holmes	Floor Rep	x	

Meeting called to order at: 5:30

**Minutes from previous meeting:** MSC

Moved by Mat; seconded by Alan and carried

**Treasurer's report:**

- We have an amended November financial report but it is not available for this meeting. Nothing else to report at this time.
- Year end reports are in progress.

**Committee reports:**

**EAP:** Change Management sessions are currently being scheduled.

**EO:** Nothing to report.

**Grievance:** 1 new grievance filed.

**Staffing:**

- There isn't alot happening right now because of the workforce adjustments.They are running a joints-03/SP-04 process to create a pool so that they can pull from it if needed down the road once Serce Renewal is in place.
- Issues continue, it is a full time job to keep up;
- It is very important when applying for boards to go for your individual feedback. Read the poster carefully and question management. Mistakes have been made in the past.
- ITPR can be used if you have gone for all steps of the feedback when placement is being made as a result of a process.

- We will continue to work with Management to keep staffing fair & transparent.

### **Membership:**

- If you move, let Mair Davies know your new address and home phone number and change your address online with both PSAC and UTE.
- If you are leaving or have just arrived at the BFTSO please let Mair Davies know so she can have you transferred to the correct local.

### **OHS:**

#### **FVNTSO:**

- **T4009 presentation:** OHS committee recommended presentation on how to completion the online T4009 to FVNTSO MGs.
- **Emergency lighting in file rooms (currently some filing room have no emergency lights):** at costing and implementation stage.
- **Building service:** Temperature complaints continue to be an issue. However, removal of all air filters should stabilize temperature issues. Ongoing monitoring.
- **OHS Terms of Reference:** OHS committee completed review and the Terms of Reference will be uploaded to HSC Documents repositior.

#### **STC:**

- Meeting was held today. Continued concerns with the snow and ice. Working with F&A to have that rectified.
- There were people that were unable to report to work due to the inability to access the office.
- There was an incident regarding the chlorine smell at a fountain in the building.
- T4009 concern with the forms not being filled out. Appeals wasn't aware of the changes going on. *Will request the minutes from Marilyn Harrison.*

### **Compassion:**

- If you know someone who is sick or lost a loved one let any of the executive members know so we can send a card.

### **Old Business:**

- *Executive Reports* - Terry reminded the executive to complete their yearly reports.

### **New Business:**

- *Emails* - Allen has officially resigned as Chief Shop Steward. He will stay on the local's contact list as a floor rep. He will also continue to sit on the OHS Meetings.
- *AGM Ticket Sales* - The executive discussed who can sell tickets or who we can ask to help sell tickets. Mat will have the tickets and hand them out to everyone. Open positions - All the positions are open except for the 1st VP and one director. Doors open at 5, meeting starts at 6 and dinner at 7:30. Mat checked things out through Black Friday and boxing day sales. Mat raised that we could go with 3 movie/dinner packs and 1 Costco Gift Card. The executive agreed. Set-up - all of the executive will help with the setting up of the room etc. The local will cover the executive for the time that they need to leave the office early.

- *BC PSAC Regional Convention* - Terry received the call-out for the convention that is being held on Friday, June 16th to the 18th in Vancouver. Our local is able to send three delegates. There's a registration fee that we will need to cover for each delegate of \$200. Our by-laws state that our president will be sent as a delegate unless the president changes their mind. Terry is going to go as a delegate. Mat put his name forward. Terry put Kanwal's name forward for him as he was not able to attend this evening. Alan put his name forward if Kanwal is not able to attend.
- *Tri-ennial Convention (July 19 to 22)* - There would be three delegates that we can send as well as an alternate. Mat put his name forward to attend the UTE Tri-ennial Convention in July. Our proposed budget covers us for 2 observers to be sent.
- *Swearing in new Secretary* - Terry did the swearing in of our new Secretary, Debi Holmes.

**Round table:**

- Terry asked that the executive email her if they want to put their name forward for any of the Conventions.
- Mat thanked Josie and Alan for their help on the executive.
- Michael asked if the info about ticket sales will be posted on the boards. There will be an email sent out once Terry receives approval. The email when then be posted to the boards.
- As long as members hit the two year mark before the contract expires they will receive the week marriage leave as vacation.

Meeting adjourned at 7:45

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