

MINUTES

JOINT UNION MANAGEMENT COMMITTEE MEETING

Tuesday, October 13, 2015 at 10:00am

ADM 006A

Members: George Athans, Janna Steinthorson, Tena McKenzie, Sharon Malkinson, Rob Wotherspoon, Karen Whitehouse, Connie Neid, Martin Gibb, Cheryl Ash

Regrets: Pauline Brandes

Chair: Rob Wotherspoon

1. **Call to Order:** 10:03am

2. **Approval of Agenda-**

- Two items were added:
 - Job Sharing Form (T. McKenzie)
 - JUMC numbers (J. Steinthorson)

3. **Review and Approval of the Minutes from August 11th meeting-**

- Minutes to be reformatted to reflect 'Minutes', not 'Agenda' and recirculate.
- Will approve at next meeting.

4. **Action Items on Minutes (C. Neid)-**

- A table at end of minutes with responsible person, action item, dates when to be completed, and status was suggested.
- University and Union agreed.

5. **Contracting Out (R. Wotherspoon)-**

- Stated that this item was K. Whitehouse's item as she has most of the facts. (R. Wotherspoon)
- Concerns in the departments of engineering and facilities regarding 'contracting out'.
 - For example, it's come to the Union's attention that the work in the cooling tower is being contracted out and there's a shortage of staff.
 - If it's ongoing work, then it's not emergency work and questioned why contractors brought in.
 - Appears to be not enough staff in the department and always a shortage.
 - Approval is required anytime something is being contracted out but notification has not been given to the Union. (K. Whitehouse)

- Questioned how much of the work is normally done by BCGEU members and is there any other work that is being done by contractors that is usually done by BCGEU? (R. Wotherspoon)
- It was clarified that the work in the cooling tower is winterizing and it is not an ongoing job. A portion of this can't be done by facilities, but not sure how much so a contractor is being called in because when the temperature gets down to 0 Celsius, it risks damage to equipment. Staff shortages due to BSA (Boiler Standards course) training. Hope to have staff members certified by December. (M. Gibb)
- If work is considered an emergency, facilities is called first. If facilities can't, then a contractor is called. Only done when Facility Staff members are not available, or expertise /skill set not here. (J. Steinthorson)
- The Union stated that contrary to the collective agreement, it was not aware that work was being contracted out and that it should have been formally advised by the University (K. Whitehouse)
- The Union always had ready access through JUMC to understand what work was being contracted out in Facilities. (G. Athans)
- The Union would like to monitor this as they are concerned for potential expansion and contracting out. (K. Whitehouse)
- Shortages in facilities have been discussed for many years. The University is looking at this problem and won't know about new positions until budgets are approved next February. Suggested that to date, Union and University had informal practice of advising of contracting out. University is willing to formalize something, due to the concerns, and asked what framework could be used that wouldn't become cumbersome. (G. Athans)
- Requested that the University notify the BCGEU Chair every time contracting out is under consideration. (R. Wotherspoon)
- The Union understands that there was an auxiliary whose positions should have been regularized. Heard contractors cost three times as much as hiring a regular employee. (K. Whitehouse)
- Holding off until they know what the budget is. This is just a short term bridge until budgets are known in January. Then possibly a long term position. (J. Steinthorson)
- It was confirmed that the University will make every effort to keep in-house and auxiliaries until budgets released. Failing that, we need to contract out if emergent basis. (G. Athans)
- The challenging part is there is only one auxiliary on the books. If not this auxiliary, then the facilities department has to post and its labor intensive and time consuming. (M. Gibb)
- Union questioned if maintenance of the weather station building contracted out. (K. Whitehouse)
- When the University recently took possession of this building, there were contracts in place. Existing maintenance is a struggle so this has been contracted out. Currently, one BCGEU member looking after the fire equipment. Heating and lighting is being cared by a contractor and the contract is until April. (M. Gibb)
- Request made by University to table this item so more can be learned. The University will discuss and get back to the Union on this. (G. Athans)
- The Union will need more info about this as well. It's a part of bargaining so we need to look at. (R. Wotherspoon)

6. Introduction of New BCGEU JUMC Members (K. Whitehouse)-

- Cheryl Ash who replaced Ken Beckett.
- Connie Neid who is the temporary replacement for Victoria Zalamea.

7. New BCGEU JJEC committee member (K. Whitehouse)-

- The Union has put feelers out for new members to train and questioned the number of members required for the committee. (K. Whitehouse, C. Ash). University clarified that HR Associates are not BCGEU members and not committee members. They attend meetings as support and in HR capacity. They don't do functions of committee members. There is a need to limit the number of people that know the system inside and out. (T. McKenzie)
- The Union suggested that five on each side of the committee is needed and queried about the process in training a new member as a BCGEU member has come forward and offered to be trained.. (R. Wotherspoon, K. Whitehouse)
- University advised that two JJEC committee members go through the manual with the new member for 2-3 hours, then the new member shadows for a month on the meetings and then they are put on the schedule after that. (J. Steinthorson)
- University agreed that they could proceed with training a new member for the two month period. (G. Athans)
- The Union further queried about the lack of formal notes, from the JJEC meetings, that are shared, noting that rational for decisions should be noted. (C. Neid, R. Wotherspoon)
- University would like to have a manual so minutes won't be needed and suggested that notes be made as to a 'practice' or 'agreement' and comment 'why'. (J. Steinthorson, T. McKenzie)
- The Union agreed that the HR Associates will take down the specific items that have been agreed to and relay them to the whole committee. (R. Wotherspoon)
- The University questioned the location of the spare binder (#5) and that all binders be accounted for. The suggestion was made that perhaps the binders be signed in and out? (G. Athans, J. Steinthorson)

8. Form for Job Sharing (T. McKenzie)-

- The form is up on website now.
- J. Ivans to send K. Whitehouse the link.

9. JUMC numbers (J. Steinthorson)-

- The University looked at the rules and is OK with continuing with 5 members each. P. Brandes is our 5th. (J. Steinthorson)

10. Nov 10th meeting-

- Three BCGEU members unable to attend the November 10th meeting.
- All agreed to cancel the November 10th meeting.
- Next meeting on December 8, 2015.

Action Item	Responsible Person	Date to be Completed	Status
University to discuss maintenance (contract vs. BCGEU) of weather station and report back to Union	G. Athans	December 8, 2015	
University notify K. Whitehouse when a contract is coming up	University	ongoing	
Make notes as to 'practice' or 'agreement' and 'why'	HR Associates	After each JJEC meeting	
Find spare JJEC binder	K. Whitehouse	December 8, 2015	
Send Job Sharing form link to K. Whitehouse	J. Ivans	October 13, 2015	Done

Next meeting: Tuesday, December 8, 2015
Location: PPS Boardroom ADM 006A
Time: 10:00 am