

CUPE 1445

General Meeting

Minutes

Date: January 25, 2022

Time: 12:30pm

Room: Online Teams

Attendees: Trina Carroll (CUPE President), Amanda Paradis, Amy Whalen, Angela Menzel, Anna King, Brittany Hofer, Caitlyn Charles, Carla Ovelson, Catherine Lilly, Cathy Saar, Deborah Jones, Deedra Fenton, Eileen Green, Emily Andres, Jennifer Foote, Jessica Hazard, June Traptow, Kate Romanoff, Krista Leroux, Kristina Glover, Lacey Fittes, Megan Andruik, Melissa Hill, Melodie McGovern, Pam Amendt, Prachi Shah, Ronda Anderson, Sarah Hunt, and Wendy Cameron

1.0 Equality Statement

<https://cupe.ca/equality-statement>

2.0 Approval of Agenda

Moved by Catherine, seconded by Jen.

3.0 Approval of Minutes

Oct 19, 2021

Please see the CUPE 1445 website: <https://1445.cupe.ca/resources/resources-information/>

Moved by Cathy, seconded by Catherine.

4.0 Reports

- a. President's Report
 - Vaccination Policy update
- b. Vice President's Report
 - Welcome Wendy Cameron!! Thank you for your involvement.
- c. Treasurer's Report
 - All bills are paid up to December 16, 2021.
 - Latest member report from November 2021 shows 45 full-time, 69 part-time members which is a total of 114.
 - New treasurer needed from February to October 2022.
- d. Shop Steward's Report - Lacey Fittes/Krista Leroux
 - Shop Stewards met with a few members over the past quarter and are happy to assist other members as we move forward.
- e. Committee Reports
 - **Award of Excellence Committee**
(Lacey Fittes and Wendy Cameron) nominations are open until the end of March.
 - **Determination Committee**
(Anna King, Maria Haubrich, Rosanne Lamoureux, Wendy Cameron): 12 reviews have been completed since August: 2 exempt, 3 CUPE, 7 AUPE. The Determination Committee meets as needed. JIQ determinations sent from People and Culture are reviewed. The Committee reviews each determination

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and decides if it fits, raises questions as needed and finally agrees or disagrees with the determination. An interesting thing to note is that you need to pay attention to the little details as it is important to determining where the JIQ falls.

- **CUPE Professional Development Committee**
(June Traptow, Krista Leroux, Mei-Lin Ward) No update. The next meeting is February 2 and have not met since the last membership meeting.
- **Joint Worksite Health Safety Committee**
Members Representative needed
- **Negotiations Committee**
(Trina Carroll and Kate Romanoff) Scheduled January 18, 19, and 20.
- **Social Committee** (Melissa Hill and Sarah Hunt) No update. Will be meeting to discuss Spring Fling.
- **Nominating Committee** (Pam Amendt and Mei-Lin Ward) No update until next elections.
- **CUPE Local 1445 Award Committee** (Pam Amendt, Joanna Watson, Anna King and June Traptow) Will be meeting next week to get coordinated on the Spring award nominations. Thank you to Pam for staying on another year.
- **Web Development Committee** (Mei-Lin Ward and Sarah Hunt) Need to set up a meeting with Trina.
- **Benefits Committee** (Catherine Lily and Wendy Cameron) No update. Committee hasn't met yet.
- **CUPE Classification Committee** (June Traptow, Pam Amendt, Rosanne Lamoureux) There was a few reviews in the fall and may be more pending the JIQ review request below.

Moved by Catherine, seconded by Jennifer. CARRIED

5.0 Old Business

6.0 New Business

- a. Open positions – call for member to fill the vacancies this week. Please reply to the email if you are interested. Descriptions are on the website (<https://1445.cupe.ca/about-us/executive-and-committees/>)
 - i. Joint Worksite Health Safety Committee Membership
 - ii. Secretary Treasurer
- b. Social media and Website
 - i. Please connect with us on Facebook, Instagram, and the website.
- c. Negotiation update
 - i. Currently we are at an impasse and will be applying to the Alberta Labour board for an exemption of essential services.
- d. CUPE Alberta Division Conference in Fort McMurray will be held virtually in March 2021.
 - i. Trina will be attending the event virtually.
- e. JIQ review – when was your JIQ last reviewed?
Normally, the process to revise a JIQ, including having all relevant signatures, should be **completed within ninety business days** of the request for review (Article 23.03). Review of an Employee's JIQ by the Employee and their Supervisor occurs:
 - Annually (or at minimum bi-annually), as part of the performance evaluation process or

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- If an Employee or Supervisor feels that the position has changed significantly or that the JIQ does not reflect current responsibilities. If the **new duties have been assigned to the Employee beyond three months**, then the JIQ should be revised to reflect these changes
- Ninety (90) business days is a reasonable time for an employee to take on new duties without JIQ revision

Next Meeting:

Date: May 17, 2022

Time: 12:30pm-2:00pm