



Human Resources Committee Meeting Minutes

Tuesday, January 14, 2014 9:45am
School Board Office
Public Portion

Attending:

HR Department: Bob Mackay, Kristi Steed; Hailey Mathiesen
Trustees: Carolyn Broady, Jane Kellett
Senior Staff: Kim Martin, Dave Eberwein
WVAA: absent
WVTA: Rob Millard
DPAC: Sheela Donahue
WVMEA: Bruce Scott

The public portion commenced at 9:50 am.
The meeting was chaired by Trustee Broady

Trustee Broady welcomed Hailey Mathiesen to the Board of Education and to the HR Committee.

1. SFU Co-op Student Kim Martin

Hailey Mathiesen introduced herself to the attendees. Ms. Mathiesen is part of a co-op program through Simon Fraser University. She will be with the Board full time until the end of August, 2014. Hailey will be involved in all aspects of the HR department and will assist with many HR tasks.

2. CRRA changes Kristi Steed

Kristi reviewed the changes to the Criminal Records Review Act which are now in effect. There are three (3) major changes: cost; electronic access; and volunteer access.

Every employee of the Board is required to have a CRRA check. This check is used when employees interact with youth and vulnerable adults. The check is more expansive than the regular criminal record check done at a police station. The cost has increased to twenty-eight dollars (\$28.00) per request. New employees are required to pay this amount. When these same employees come up for a review check five (5) years later, the Board incurs the cost of this follow up check.

Employees and potential employees can now sign up directly through the web. They can access the system to provide their information and they can pay

directly for the check. The results are still provided directly to the employer. This facilitates and expedites the process of obtaining the checks.

Finally, there is new availability for volunteers to access this process. Often, parents and other volunteers are asked to submit a criminal record check to the police. This process allows volunteers to electronically access the CRRA process to obtain clearance to work with youth and vulnerable adults.

Trustee Broady asked that an update on the volunteer process be brought forward to the next meeting of the HR committee.

3. WorkSafeBC Overview Bob Mackay

Bob Mackay reviewed statistics for the year of 2012 and the first eleven months of 2013. The number of days lost due to injury was significantly lower in 2013 than in 2012. This is likely due to a single more serious accident where an employee was off for a great length of time. The number of incidents where a worker required the medical attention of their physician was relatively unchanged as was the actual number of claims. Slips and falls remain our biggest injury causation. The custodial and facilities group tend to have the greatest percentage of claims which makes sense because they are likely exposed to the greatest hazards. We continue to educate employees about the hazards and how to minimize risk.

4. Safe Schools Training Dave Eberwein

Dave Eberwein reviewed the Safe Schools Training for elementary and secondary schools. This year the Elementary schools in the district attended two (2) days of training with provincial trainers. Each school sent two (2) representatives, an administrator, a counselor and a district staff member.

The Secondary schools will also attend a single day of training in January, 2014. This training will focus on bullying. The representation from the secondary schools attending training is consistent with the level of representation from the elementary schools. At this point we are training key contacts in the schools. Information will then be passed along to other employees in staff meetings.

5. SRB – Dispatch System Kim Martin

The district is implementing a new fully automated dispatch system for teacher absences. The current system is only semi-automatic and does not connect to either HR or payroll systems. The new system will eliminate the need to duplicate data entry into multiple systems and is very simple for the end user.

The district will be hosting a variety of information and orientation sessions about the new systems. If staffing allows, each secondary school will have a demonstration and question/answer period at their staff meetings. Additional after school venues will be advertised for those who would like to attend.

6. Bargaining Update Kim Martin

WVMEA bargaining is concluded. We are waiting for BCPSEA ratification before publishing the new book and before rolling out the retroactive wage increases. The WVMEA and HR are working diligently to get the agreement ready to publish the moment ratification happens. Payroll is hopeful that the approval is received in time to process retroactive payments in a timely manner.

The Parties will commence the next round of bargaining in a few short months.

Teacher bargaining appears to be progressing slowly at the provincial table. The parties continue to meet and set dates. With the media blackout, the information received is very general.

WVTA bargaining is set to resume on January 22, 2014. If the parties do not reach agreement on this date, future dates will be set.

7. New PSEC Mandate Kim Martin

PSEC announced its new mandate called the Economic Stability Mandate. This mandate applies to all public sector employers with collective agreements that expire on or after 31 December 2013. This mandate will apply to our next round of bargaining with the WVMEA.

The mandate is described as creating an ability to negotiate longer term deals within a fixed fiscal envelope. There is an ability to share in Provincial economic growth if real growth exceeds the forecast growth.

The Health Science Professionals have ratified a new agreement under this mandate. The agreement runs from 2014 through to 2019 and has a 5.5% overall wage increase. There are three (3) more agreements which are currently out for ratification under this same mandate.

More information is expected at the BCPSEA AGM regarding what this mandate means to the Education sector.

Public portion adjourned at 10:35am