

HUMAN RESOURCES COMMITTEE - PUBLIC MINUTES
Tuesday, February 5, 2019 10:00 a.m. – 11:00 a.m.

In Attendance: Trustee Brown, Trustee Donahue, Associate Superintendent Kim Martin, Renee Willock (WVTA), Spencer Capier (WVTA), Cathie Ratz (WVAA), Andy Franks (DPAC), Bruce Scott (WVMEA), Phil Bargaen (WVMEA), Stephanie Mascoe (HR), Amy Rafuse (HR), Megan Lau (HR), Samarra Bohonis (HR)

The meeting commenced at 10:00 a.m. and was chaired by Trustee Brown.

1. Professional Development (Amy Rafuse)
Health & Safety Training

On January 25th we trained twenty (20) additional Health & Safety committee members, as required by WorkSafeBC. The training this time focused on the facilities Health & Safety committee and the custodians who form part of the schools' committees. The time required for this training is approximately a ½ day in duration.

2. Recruitment (Stephanie Mascoe)

Exempt

Wade Hickey, Director of Facilities, has left his position with the district. We currently have Jamie Ross, Acting General Manager of Facilities, to assist with the transition. Jamie will be with us until the end of June.

David Platt, District Administrator of Student Support Services, has accepted a position in the Vancouver School Board. Dave Platt has worked for the district since 1981 and holds a key position for us. We are in the process of assessing needs and how his role will be replaced.

Amy Rafuse will be leaving to go on maternity leave at the end of the week. Samarra Bohonis will be with us during the period of Amy's leave.

Support Staff

Alysoun Mckaylee, Administrative Assistant, retired from Chartwell Elementary. Kara Aspden, former Teacher Assistant General, from Pauline Johnson has moved into the AA role at Chartwell.



Marina McMaster retired from Facilities. She is a long service employee who graduated from West Vancouver Schools and then worked with us for decades. We are changing the nature of that position to better reflect the needs of the department. The new position will be called Facilities and Operations Assistant.

Education Assistant recruitment continues. We are able to fill most vacancies but it remains a revolving door of staffing.

Teachers

Recruitment for the current year is focused on medical and maternity leaves. We are seeing challenges in the area of French Immersion, Learning Support and Music. This is consistent with what other districts around the Lower Mainland are experiencing.

We are exploring different ways to get our district name front and centre in people's minds. We are attending an ELL presentation with Maria Yioldassis at SFU; we recently attended UBC and SFU teaching career fairs; and, we also partnered with Make a Future to hand out our information at various career fairs.

We are now starting to plan for next school year. The first step is to project student enrolment. We then ask teachers and support staff employees to confirm their intentions for the following school year. We have started reaching out to employees on leaves to confirm their return.

3. WorkSafeBC

(Amy Rafuse)

We received our annual report from SD23 for our 2018 WorkSafeBC claims activity. School District 23 (Central Okanagan) provides WorkSafeBC services to districts throughout the province as part of the shared services model. We find their services to be responsive and an excellent resource.

As we discussed last meeting, our annual claim rate increased slightly, but we are still below our industry (public education) average. The Public School Districts base rate for 2019 is set at \$0.81, up from \$0.69 in 2018. Our rate in West Vancouver has increased only slightly from \$0.61 to \$0.64.

We can attribute our low rate to a number of factors outlined in the report including: a significant reduction in the number of days of lost time (2017 = 205 days of lost time vs. 2018 = 106 days of lost time); a slight reduction in the number of overall WorkSafeBC claims (2017 = 37 claims vs. 2018 = 34 claims); and an overall reduction in the total cost of claims (2016 = \$79,572; 2017 = \$75,752; 2018 = \$55,570). We saw a conclusion to a few claims that had a long history which helped to bring the costs down.

Overall, this is a very positive outlook regarding our WorkSafeBC claims experience.

4. Wellness (Amy Rafuse)

We continue to experience high usage of our new online wellness platform, LifeSpeak. We asked LifeSpeak if our usage data was typical of a new user organization and were told that we had exceptional usage. LifeSpeak attributes the high usage to the fact that the online platform was designed specifically for a dispersed workforce like a school district.

As of January 29th:

- 2,297 trainings have been accessed which equals 112 hours of training
- 100% of our library volumes have been accessed
- Top topics are: Mindfulness, Flu, grief, sleep, and digital addiction

LifeSpeak is currently celebrating their 15th anniversary and they are offering various promotions as a result. We are able to expanding our library from 20 volumes to their full catalogue which includes 127 volumes for a small increase in cost. This provides access to 642+ new videos that will be available to staff (an overall increase from 120 to 762). We are preparing communication about this upgrade and we will send it out to staff once it's ready.

5. CAPSLE Conference (Kim Martin)

The Canadian Association for the Practical Study of Law in Education conference is occurring in Vancouver on May 5-7, 2019. We have submitted a proposal to present at the conference with the WVTA. Our topic is leadership in education. We have not received any feedback about whether we have been chosen but hope to be able to showcase West Vancouver Schools to the Canadian audience.

6. Bargaining (Kim Martin)

Teachers

Provincial bargaining commenced in January. On January 28, 2019 the parties signed their protocol agreement for this round of bargaining. They have set sixty-five (65) days between now and the end of June in an attempt to conclude bargaining prior to the expiry of the current collective agreement (June 30, 2019).



Locally, we must undertake the same process of seeking Board, BCPSEA and PSEC approval of our bargaining plan. We are in the process of doing so. We have set February 13, 2019 to discuss a protocol agreement with the WVTA. We have also set a day each week until March break to bargain locally. The WVTA indicated that they had additional dates to suggest for April, 2019.

Support Staff

Provincially the parties have signed the Provincial Framework agreement which outlines the wages and term for a new agreement. This agreement now needs to be included in the local bargaining package.

Locally, we have invited the WVMEA to commence bargaining early but have not received any dates from the WVMEA. The WVMEA indicated at the meeting that they will have some dates to suggest in March, 2019.

The meeting concluded at 10:30 a.m.