



MINUTES OF A MEETING OF THE HUMAN RESOURCES COMMITTEE

Tuesday, April 5, 2022 at 9:30 a.m.

MS Teams

Present: N. Brown (in the Chair), Board Vice Chair; S. Donahue, Trustee; S. Mascoe (HR), S. Bohonis (HR), L. Bagk (HR)

Stakeholder Representation: S. Capiere; S. Price (WVTA); C. Fota, P. Van Rhyn (WVMEA); S. Slater (WVAA); M. Scoles (DPAC)

1. Excellence Through Recruitment

Stephanie Mascoe

The IT Team's newest members Peter McGrath, Scott Barker, Kevin Humphries, Justin Fong, Mai Azur, and Dilraj Dosanjh were highlighted.

2. Recruitment Initiatives

Laura Bagk

Custodians who held supplemental COVID-related positions have been shifted to casual status. A part-time EA to support deaf and hard of hearing students has been recruited and Lance Gallagher has replaced retiring Kathleen Scott as the district's a full-time electrician. Recruitment continues for casual office support clerks and Education Assistants. Practicum students have been secured to work with the IT team, the International department, the SBO and at Rockridge Secondary. Partnerships and recruitment efforts such as career fairs and information sessions with Capilano University, UBC and Langara College were highlighted.

3. Health & Safety Update

Samarra Bohonis

All sites and schools have held Joint Health & Safety Committee meetings to review the updated Provincial COVID Communicable Disease k-12 Guidelines and complete a COVID Checklist. Health and safety initiatives are planned for the May Professional Development Day. A standard first aid that includes CPR and AED training will be offered as well as a refresher session to clerical employees on H&S reporting processes and WorkSafeBC regulations.

4. **Mental Health & Wellness**

Stephanie Mascoe

The school district is offering a range of training initiatives to support employee mental health. Topics covered will be Workplace Mental Health Skills, Safety Care and Compassionate Fatigue.

The BC Employment Standards Act (ESA) was recently changed to provide up to 5 days of paid sick time for employees not eligible for paid sick leave through the collective agreement. This legislation will apply to casual, temporary support staff employees and Teachers Teaching on Call immediately.

5. **Summer Learning Update**

Stephanie Mascoe

This summer, Director of Instruction Liz Hill will be joined by Kathy Grant, Lindsay Morton and Debbie Tobin as school administration. Postings are now closed and hiring decisions will be made in the coming weeks.

6. **Upcoming Events**

Samarra Bohonis

Upcoming events to reconnect with employees in-person were highlighted. Sessions on recruitment, resume and cover letter building, payroll processes, collective agreement language and leave entitlements are scheduled this spring. During Spring Break, the HR team attended a custodial meeting and presented reminders on HR practices.

7. **Adjourn**

10:11 a.m.