

MINUTES OF A MEETING OF THE HUMAN RESOURCES COMMITTEE

Tuesday, April 4, 2023, 2023
8:45 a.m. – 9:15 a.m.

MS TEAMS

Present: N. Brown (in the Chair); F. Zhu, Trustee; C. Kennedy, Superintendent of Schools;
S. Mascoe (HR), S. Bohonis (HR), L. Bagk (HR)

Stakeholder Representation: S. Capier; S. Price (WVTA); P Van Rhyn, C. Fota (WVMEA)
M. Finch; S. Slater (WVAA); A. Yashkina (DPAC)

Growing our Own

Laura Bagk

Employees from the Facilities Department were featured in this segment. Highlighted employees included M. Sapico, Office Assistant, who started with the district as an on-call custodian; N. Fricke, Carpenter, who has been with the district since 1996 and has helped with the construction of nine of our buildings; I. Moody, Locksmith, who also started as a custodian and grounds person; and C. Payne, Sr. Grounds Person, who graduated out of West Vancouver Secondary and started with the district at 23 years old. These committed and skilled professionals have the district in good hands.

TELUS Health Review

Samarra Bohonis

The School District decided last June 2022 to switch their Employee Family Assistance Program (EFAP) provider from Morneau Shepell to TELUS Health. The switch has resulted in positive outcomes, including higher rates of usage and greater overall satisfaction among employees, according to usage reports and feedback. As a result, the School District has decided to extend their agreement with TELUS Health for another year, covering the 2023-2024 school year.

Recruitment and Staffing Updates

Laura Bagk

Recruitment

- Annual Resume and Cover Letter session will be held on April 13: more than 20 registered to date. This will be jointly hosted with the Senior Manager of Strategic Talent Acquisition from Make a Future.
- Annual Mixer for practicum student coming up on April 26 with a Candyland theme.
- In-person information session was held during Spring Break, which comprised mostly of UBC teacher candidates. It was a great turn out.
- Top factors for choosing employment at WVS were community, supports for teachers such as Professional Development, and our values for inclusivity.

- WVS is partnering with Immigrant Employment Council of BC and participating in the MentorConnect Program, which is geared to newcomers to Canada within the last five years with established professionals for occupation-specific coaching.

Staffing Updates

- Outgoing Director of Facilities F. De Dios will be moving to Capilano University. The vacated position is in the final stages of recruitment.
- J. Duncan has joined Hollyburn Elementary as Principal as B. Lloyd goes on maternity leave.
- Two part-time accounting positions at the board office have been vacated and will be filled with one full-time accounting employee.
- The office supervisor position at Sentinel is actively being worked on and should be filled in the coming weeks.

Education Assistants - Early Conversions

- The Board has the right to convert up to 10 Education Assistants (EA) per school year from temporary to permanent status as per the WVMEA Collective Agreement.
- After nomination forms were completed by school principals, an additional six EAs were successfully converted to permanent status.

Health and Welfare Benefit Changes

Stephanie Mascoe

West Vancouver Schools has made a positive change addressing the demands for mental health support by increasing the annual allotment for psychological services/support from \$850 to \$1,500 in the Extended Health Benefits plan for all WVMEA employees. Employees can use the funds for Clinical Counsellors in addition to Psychologists. This is excellent news and a valuable addition to the existing TELUS Health Support available to all employees.

The HR Team will be pursuing their certification in Psychological Health and Safe Workplace with the goal of improving the district as a workplace, making it an even better place to work.

Worksafe Visits - Asbestos

Samarra Bohonis

During the previous committee meeting, it was discussed how Worksafe BC had informed all public-school districts about their intention to conduct an asbestos awareness and prevention program in schools. On March 28th, a WorkSafeBC Officer held a meeting with the Human Resources Department, the Director of Facilities, and the Principal of Westcot Elementary, which led to an order for some minor modifications to the asbestos management plan.

Accessibility Committee

Stephanie Mascoe

The purpose of the *Accessible BC Act* is to reduce barriers and promote accessibility. The school district is required to create an Accessibility Committee who will provide advice to the organization on their accessibility plan on how to remove and prevent barriers. The plan must be publicly available and be



reviewed every three years. A feedback mechanism must also be created that allows those in or interacting with the organization to provide feedback on barriers and the accessibility plan. Barriers may be systemic, sensory, technological, physical, etc. Ways to address barriers might include accessible washrooms, scent-free worksites, or job requirements such as driver's licenses. The initial plan must be completed and posted by September 1, 2023.

Adjourn: 9:32 am