

# PSAC Ontario Council Meeting Minutes

## June 25 & 26, 2005

### Hockley Highlands, Orangeville

The meeting convened at 9:10 a.m. on Saturday, June 25, 2005 with the REVP-Ontario, Gerry Halabecki in the chair and the following members in attendance:

Name	Representing	Name	Representing
Gerry Halabecki	REVP - Ontario	Robert Spencer	Alternate, Region 6 (Hamilton/Niagara)
Ken Boone	Alternate, to the REVP	Val Fargey	Regional Women's Committees
Kevin Lundstrom	Region 1 (Northwestern)	Aileen Duncan	Members with Disabilities
Steve Gauthier	Region 2 (Northeastern)	Richard Gott	Aboriginal Members
Helene Brochu	Region 3 (Southeastern)	John Ross	Gay, Lesbian, Bisexual, Transgendered Members
Dennis Miluck	Region 3 (Southeastern)	Debbie Willett	Area Councils
Romeo Jackson	Region 4 (Southwestern)	Elana Geller	Directly Chartered Locals
Glenn Miller	Region 4 (Southwestern)	Steve Tuffin	Regionally Based Separate Employer Local
Don Mahuda	Region 5 (GTA)	Tara Humphrey	Youth
Douglas Turner	Region 5 (GTA)		

Regrets: Barb Wardlaw, Region 2 (Northeastern)  
Penny Kreamer, Region 6, Hamilton/Niagara

Staff: Jim Chorostecki  
Rita Cantalini

Observer: Christopher Flower, Alternate, Youth, Saturday

#### **AGENDA:**

1. Adoption of Agenda
2. Adoption of previous meeting minutes (April 28, 2005)
3. Business arising from previous meeting
4. REVP Report
5. Regional Office - Updates (Jim Chorostecki)
6. Finance Guidelines for Council & Committees
7. Receipt of Reports of Council Members
8. Committee Reports
9. Outstanding Convention Resolutions
10. Labour Day
11. Federal Election
12. New Business

The Chair welcomed all Ontario Council members and observers to the meeting. Debbie Willett and Don Mahuda were sworn in by the REVP. The REVP gave his congratulations on the Council Member's elections. He is excited about the make-up of this new Council

and believes that the sky is the limit on what can be accomplished over the next three years.

The REVP advised that Ontario Council should not be afraid to ask questions and invited everyone to speak on the process of our meetings.

As the PSAC Harassment Policy was read on Thursday it will not be necessary to re-read it again. Sister Aileen Duncan will be the Harassment Co-ordinator during the Ontario Council Meeting.

**Item 1. Adoption of Agenda**

*That the Agenda be adopted as above.*

m/s/c Dennis Miluck and Don Mahuda

**Item 2. Approval of Previous Meeting Minutes (April 28, 2005)**

The REVP explained that the minutes are sent out in draft form and are not approved until the next meeting and at that time will go on the website. There are usually 4 months between meetings, minutes are not official until they have been approved at the next meeting of Council.

*That the April 28, 2005 Minutes be adopted.*

m/s/c Val Fargey and Aileen Duncan

**Item 3. Business Arising from Previous Minutes**

The REVP explained that this section of the agenda is for outstanding issues from previous minutes and is a standing agenda item.

The first item is the H & S survey letter that was to be sent out to members. The REVP felt that perhaps this item should be removed from the minutes as he felt that the new H & S Committee may want to send out another survey as the first one did not receive many responses. This item will be left up to the new H & S Committee to review and discuss in their plan of action.

Jim will ensure a link is provided to the "Small Claims Court" booklet to the Ontario Website next week.

**Action: Jim will put a link on the Ontario Website for "Small Claims Court" booklets.**

The REVP asked Council if they had a chance to look at the new Ontario website which was launched at Convention. We are hopeful to keep it updated and keep it looking fresh.

Barb is looking to distribute pamphlets of the First People's National Party (FPNP) and Jim will provide guidelines as to whether they could be disseminated to our members through the PSAC mail system.

**Action: Barb and Jim to discuss these pamphlets once they have been revamped and a copy provided for review.**

**Item 4. REVP Report**

The REVP handed out his schedule since our last O.C. Meeting in April 28, 2005.

The REVP then began to explain how he will provide his NBoD report and his schedule at each Council meeting. He also advised that each Ontario Council member is also responsible for providing their reports to each meeting whether or not he/she is in attendance. Council member reports are also required for expense claims to be processed. If a report is missing your expense claim will not be processed. The REVP expressed how important it is for Ontario Council members to be available to participate at Council meetings as their constituents elected them to represent them on Council. When a legitimate reason for a Council member to miss a meeting occurs your Alternate can then fill in for you. It will be your responsibility to contact him/her and my office.

The REVP wanted to address some emails he had recently received. There is a key position in Toronto United Way Team, that of the Labour Co-Chair. This position has traditionally been handed to the Alternate to the REVP. Ken Boone has been appointed to sit as the Labour Co-chair on the Government of Canada Workplace Charitable Campaign (GCWCC). Bill Dennis has been the Co-Chair, JCTC since 2000 and has agreed to continue in that role.

Handouts as follows were distributed to Council:

- PSAC Ontario Council Committees
- Letter to Windsor Area Council – re: funding 2005, May 11/05
- Letter to Kitchener/Waterloo Women's Committee – re: funding, May 11/05

The REVP reported that there are 6 active Regional Women's Committees in Ontario, they are as follows: Hamilton, GTA, Windsor, Sudbury, Sault Ste. Marie and Kitchener/Waterloo.

There are 10 Area Councils in Ontario, 9 are currently functioning. They are as follows: Thunder Bay & Northwestern Ontario, GTA, Hamilton, Niagara, London, Windsor, Sault Ste. Marie, Cornwall, Kingston, Kitchener/Waterloo.

The REVP wants to keep the lines of information open with the Council therefore his office will carbon copy these letters to show that the Committees have received their funding.

The REVP advise that Council provided some funding to Barb while she was in Ottawa and Barb has provided Council with a thank you card in which the REVP passed around for all of Council to view. First People's Nations Party (FPNP) can receive financial contributions prior to being officially recognized. Financial contributions are limited once the party has been recognized.

National Aboriginal, Inuit and Métis (NAIM) Circle has no direct link with Ontario Council and Joyce Maracle-McIntee will remain as one of the Ontario representatives until the upcoming Unity Conference. Currently Racially Visible members and Aboriginal members attend this conference. However, there was a resolution at the Ontario Convention to separate the two with each having their own conferences. Nycole Turmel and Jean-Francois DesLauriers are the Co-Chairs for the NAIM Network.

- NAIM Brochure (draft copy, the official brochure will be out by the end of the month and available at the RO's)
- Letter dated June 16, 2005, re: Native Women's Association of Canada (NWAC) and the Quebec Native Women Inc. (QNW) rally and attached petition to be circulated after the 27<sup>th</sup> of June.
- Report of the Social Justice Fund Steering Committee to the Social Justice Fund Board Members, June 1, 2005.

The REVP advised that the by-laws for this committee were just passed in June. Some projects have been undertaken and are located on pages 3-4. This is a handy reference that the REVP felt Ontario Council could share with their constituents.

- Make Poverty History Campaign

The REVP and his EA are sporting white bracelets for the make poverty history campaign. The white band is the universal symbol of this campaign. The PSAC Social Justice Fund is supporting an Anti-Poverty Initiative. They will sponsor 15 anti-poverty projects in Canada with \$500 to \$2500 available for each selected project. The REVP suggests that Council participate through Area Councils, RWC's or locals by getting involved with Community partners. The REVP thought that Council could purchase bulk white bands through the Political Action budget. It was agreed to purchase 1,000 white bands and to ship 50 bands to each Council member to hopefully get the message of poverty out to their constituents.

- Events Calendar – 2005 (Updated on June 17, 2005)

The REVP will provide these updates to Council electronically as they become available. They are also available on the PSAC National Website.

- PSAC Ontario Labour Day “Slogan Contest”

The REVP advised Council that traditionally his office would order t-shirts with a slogan for Labour Day. This year he thought that he would involve the membership by holding a Labour Day “Slogan Contest”. This has just been out electronically on Wednesday and is also on the website. The judging is to take place early in August in order to get the t-shirts printed in time for Labour Day. The REVP encouraged Council members to participate and to ensure widest distribution of this contest.

The REVP stated that Area Council have received a call out for Labour Day proposals. In the proposals/requests to the REVP’s office the activity must be a Labour Day activity and itemized. The Political Action Committee will review these proposals/requests and advise what has been approved. T-shirts are free but limited.

- XO/09/05 re: Constitutional Interpretation – Local Delegates to Regional Conventions, May 6, 2005

XO’s are memos from the Executive Office usually addressed to the NBoD. The REVP felt that because the Ontario Council is not part of the Component structure he has historically provided copies of the XO’s to keep Council in the loop and the lines of communication open.

*Motion to adopt the REVP’s Report.*

m/s/c            Aileen Duncan and Steve Tuffin

**Item 5.            Regional Office - Updates (Jim Chorostecki)**

The REVP introduced Jim Chorostecki, the Ontario Regional Co-ordinator. Jim provides regional updates to Council members at every meeting.

PSMA:

Jim provided a booklet on highlights of PMSA provided by the Public Service Labour Relations Board. Implementation of PSMA has already started with changes to the grievance, adjudication and collective bargaining processes. This booklet provides a brief summary to the legislative process and its impact.

Training will be important to understand the federal government legislation and local officers need to be brought up to speed. There are 2 packages available, a lunch time session where an AF can deliver and organize small meetings. This package has not been translated as yet but the English version is available to anyone who requests it. Some RO's have scheduled PMSA Training but money has been already allocated for Fall School and courses. Some modifications/request has gone in for additional funding to AEC and Component Presidents for surplus money for PSMA training.

Staffing:

Jim advised that Linda Zacharias, Administrative Assistant in the Toronto RO will be taking leave as her spouse is relocating to Calgary. Jim stated that her absence will be a big loss not only to the Toronto RO but to Ontario as a whole. Linda has been a valuable source of information for all of the Ontario Administrative Assistants and also RO's across Canada. A poster has gone out to fill the position on a term basis.

A Term Rep position for Northern Ontario had received very few applications for the job. Jim stated that perhaps the difficulty is with staffing a bilingual position. The poster will be reissued shortly. A proposal was put to the AEC and was approved. The term position for the North Bay office came about from surplus or unspent monies on staffing.

Don Dudar, Organizer in the North (North Region, not North Bay) will be working in the Toronto RO for 6 months as an Organizer and to assist with the federal election campaign with Joan-Ann Gravesande.

Organizing Drive:

There is an organizing drive currently ongoing at the Roger Call Center and we will be putting in application. A new local has just been organized in Moosonee.

PSAC National Convention:

Plans are currently underway for the PSAC National 2006 Convention, May 1 – 5 in Toronto. The focus will be Ontario Region not only Toronto. A Host Committee is in place of about 8 people and Sharon DeSousa is on that list.

Jim summarized by saying that Council Members should feel free to contact him any time.

**Item 6.        A. Financial Guidelines for Council & Committees (Ken Boone)**

The REVP introduced Ken Boone, Chair of the Finance Committee to provide guidelines on Finances for Ontario Council.

Ken outlined current rates for meals and mileage.

When filling in claims for expenses, two forms are required. One for Leave Without Pay (LWOP) and another for Council meeting expenses.

A special form for Portfolio Expenses must be completed and guidelines for Portfolio Expenses has been handed out and explained to Ontario Council.

The REVP explained that Ontario Council should try to get claims in as soon as possible. This is why we have additional people on the Finance Committee, to assist in this process. The REVP advised that PSAC is currently developing a Travel Policy which hopefully will be completed by the next NBoD meeting. Once adopted, it is anticipated that the Ontario Council will use those guidelines with the possible exception of mileage.

Ken advised that portfolio dollars for Ontario Council is \$800 per year with the exception of Region 1 and Area Councils. Their portfolio dollars are set at \$1,000 per year. Access to portfolio dollars prior to Convention was 1/3 of the 2005 account for Ontario Council members. The incoming Council will receive the remaining 2/3<sup>rd</sup> of their 2005 portfolio dollars for the remainder of this year.

Historically each year portfolio dollars are assigned and the balance is carried forward. At Convention, all portfolio budgets revert to zero balance.

Committees receive \$2,250 per year and this amount is not carried over if expenses are not expended.

**Item 6.        B. Administrative Guidelines for Council & Committees (Rita Cantalini)**

The Executive Assistant to the REVP, Rita Cantalini, passed around a Contact Sheet info to all Ontario Council members and asked that any incorrect information be recorded directly onto this sheet. The REVP advised that with his eyesight it is difficult for him to see this info and will endeavour to provide bigger font. It is critical that the REVP's office is aware of any changes to home address, telephone numbers, etc. It is up to each Ontario Council member to provide that information directly to the REVP's office.

The EA to the REVP also handed out a blank form and sample business cards for Ontario Council to provide their personal information required for these cards. Business cards are printed in Ottawa by a unionized print shop and the cost will then be deducted from each Ontario Council portfolio account. The cards may take 4 – 6 weeks to reproduce. The completed forms will not go into Ottawa for another 2 more weeks.

The EA to the REVP also advised that OC should cc her on all of Gerry's correspondence as the REVP may out of the office from time to time.

The REVP advised that the contact sheet is only an internal document and would not be shared with anyone. However he did suggest that perhaps an email address be provided to be published on the website as a source of contact.

**Item 7.           Receipt of Reports of Council Members**

A handout was provided to Council Members as a guide to provide their reports electronically. The REVP reminded Ontario Council members that a resolution was passed at Convention and therefore when minutes of meetings are published Committee Reports and Council Reports will be attached to the minutes then posted on the Web. The REVP suggested that Council members be cautious of the length of their reports, he is not trying to be restrictive but as a guide the report should be a couple of pages. All reports must be submitted to the REVP's office electronically. If reports are submitted one week prior to the meetings, Jim Chorostecki will have someone reproduce them. If you bring your report to the office, the photocopier will be made available to you to reproduce your report.

Word is our preference for sending reports to our office. The REVP advised that there was no expectation to have reports completed for this meeting without training. Gerry is prepared to write a disclaimer to that effect. (See page 13)

The template for Ontario Council reports is a good guideline to follow with goals/objectives set out.

The REVP advised that expense claims will not be processed unless reports are completed. Whether you are in attendance or not, a written report by all Council members is required. The EA is the check off source for expense claim purposes, therefore you must submit your report to her and she will then advise the Finance Committee of all outstanding reports.

The REVP opened up a round table which gave the Ontario Council members the opportunity to talk about their reports (if provided), to talk about what they have done in the region since Convention, or to talk about other issues.

The Regional offices are there to assist you, not to do your work. The REVP encouraged all Ontario Council members to write an introduction letter and each RO will send out in their next mail out. That mail system is available to you. Jim confirmed that RO's do a monthly mail out however some just to Local Presidents or RWC's. Education sends stuff out to all twice a year. Mailing lists are not provided as it is a decision taken by the NBoD around confidentiality. Council members are encouraged to start their own e-mail tree/lists.

**Item 8.           Committee Reports**

Jim provided a template for Committee Reports. This form will provide Committees with a planning process and should help to streamline this reporting mechanism. This form will provide some useful tools and is a tombstone data. The reporting period, objectives,

action item with who is responsible, gives Committees the ability to report back with their recommendations to Council. This report is not meant as minutes of Committee meetings, it is a way to report Committee's activities between meetings. It should reflect the work in which the Committee is working on. Recommendations to Council should be recorded for approval to Council.

If Committees wish to record their minutes they do not have to present to Council the following day. This would be a tool for their own record purposes; however the REVP would like copies of these minutes.

*Motion that the portfolio dollars allocated to Richard Gott, Region 2, by virtue of the geographical location, to be increased to \$1,000, therefore the balance for the remaining year is \$667.00.*

m/s/c Ken Boone and Steve Tuffin

**Education Committee Report (Appendix A):**

Debbie Willett, Co-Chair of the Education Committee presented the Committee's report.

*That the Education Committee Report to adopted as presented.*

m/s/c Debbie Willett and Hélène Brochu

**Equal Opportunity Committee Report (Appendix B):**

Aileen Duncan, Chair of the Equal Opportunity Committee presented the Committee's report.

*That the Equal Opportunity Committee Report be adopted as presented.*

m/s/c Aileen Duncan and Val Fargey

**Finance Committee Report (Appendix C):**

Ken Boone, Chair of the Finance Committee presented the Committee's report.

That the Finance Committee Report be adopted as presented.

m/s/c Ken Boone and Steve Tuffin

**Health & Safety Committee Report (Appendix D):**

Dennis Miluck, Co-Chair of the Health & Safety Committee presented the Committee's report.

*That the Health & Safety Committee Report to adopted as presented.*

m/s/c Dennis Miluck and Glenn Miller

**Item 9. Outstanding Convention Resolutions**

The REVP advised the Ontario Council that all resolutions were dealt with at Convention with the exception of one resolution that was in the process of being debated on the floor, some General non-concurrence resolutions and 1 late resolution. Resolutions that had non-concurrence can still be brought forward through Component Conventions and Area Councils who can forward resolutions to the National PSAC Convention.

The following resolutions were dealt with by the Ontario Council:

G-2 was brought to Convention with non-concurrence, was defeated and a motion of concurrence was made. The floor debate was then halted due to the election results.

*Motion of concurrence in Resolution G-2.*

m/s/c Dennis Miluck and John Ross

*Motion of non-concurrence in Resolutions G-3, G-4, G-13, G-15, G-18, G-19, G-20, G-22, G-24 and L-1.*

m/s/c Dennis Miluck and John Ross

**Item 10. Labour Day**

The REVP is happy and proud that our Region seems to participate more than any other Region when it comes to Labour Day.

The Political Action Fund usually supplies the t-shirts, however we ask that a realistic amount be requested. We use one supplier who is unionized and now use the same t-shirt throughout the Region. Toronto has a big parade and truck. Hamilton has a parade and a picnic. London has held a BBQ but not on Labour Day. Chatham is involved as well as Windsor. Sault Ste. Marie has a picnic as does Thunder Bay.

All requests must be itemized and provided to the REVP's office. The Political Action Committee will review however it is expected that with Area Councils some cost sharing may take place. T-shirt order is done early in August.

Last year approximately 10 different communities participated in Labour Day events across Ontario. The REVP encouraged all Ontario Council Members to get involved and participate in Labour Day activities in their respective communities.

The Political Action Committee will meet via teleconference in July to review all requests received. The Committee will attempt to allocate and distribute money evenly. The deadline for submission is July 14<sup>th</sup> for Labour Day requests/proposals.

**Item 11. Federal Election**

The REVP provided a handout, "New Political Party Financing Rules and the Labour Movement".

The REVP commented that the Ontario Region has lacked participation when elections have been called. In BC 89 members manned phones to reach as many members as possible during their recent provincial election. In Toronto only a handful of members came out to volunteer to man phones for the last federal election. Members will be electing their employer.

The AEC have already begun discussions around circulating a newsletter to highlight our issues. MP's will be targeted with questions to ask them regarding labour's issues. Traditionally we have always had extra money for federal elections found in the Political Action line item. Ontario will be the battle ground for this round of elections. In the past we have helped out candidates who are labour friendly by paying members leave without pay. However now that the rules have changed it has become more restrictive.

Members should be encouraged to use their volunteer day to assist candidates who support our issues.

Jim felt that Ontario doesn't lead in political action the way it should. In BC, for example, for their provincial election, PSAC members were able to make 8,000 direct contacts to our members through their phone banks. The Toronto Area Council tried to get phone banks, however only 1 person showed up. For a successful campaign, we need to see a lot more volunteerism for phone banks. This region did not spend the amount of political action money that was available to us. The question of leadership comes into play in particular the importance of getting members involved and understanding that they are electing their employer. A set of target ridings will be the focus and each RO will have direction to set up meetings with their geo reps to encourage participation and to start planning for the upcoming election regardless of when it will happen. We are in a position to bring members on board and each RO will meet with Ontario Council members, Area Council's, RWC's and EOC's within their geographical area to build a level or plan for the

political action campaign. The Union can contact its members to encourage them to participate at all candidates meetings, write material, set up a phone bank. Each Council member was encouraged to talk to their respective RO's to discuss the kind of role they can play during the federal election.

The REVP also emphasized that plans should be coming together for the election and all must be vetted through the National Office, before they will be approved.

This is a good way for Ontario Council to achieve visibility in the region. No matter what plan is in place it is crucial to have volunteers, to man phones, to attend all candidates meetings. No campaign will be successful unless we have a sound commitment, and bodies to do the work. The REVP advised that Ottawa is able to provide a list of members according to ridings in a relatively short time frame. The clear message is that everyone on Council has equal opportunity to participate in this process, and even perhaps amalgamate ideas to work in a co-operatively manner. All Ontario Council members can participate in this process by reaching out to members and educating them. We don't know when the election will be called but this time we must be prepared and ready.

**Item 12. Media Relations**

Jim advised Council that with the training that was provided to Ontario Council did not include media training. There was an assumption that Council already has dealings with the media. Ontario Council should be the spokesperson for the media. If the media shows up to an event, Ontario Council members should be able to speak on behalf of the PSAC. If it is a broader basis it can be referred to the REVP. There is however a level of expectation that all Ontario Council members have a skill set to interact with the media. If Council members are not comfortable to speak with the media, Jim can look into doing a 1 or 2 hour session at the next Ontario Council Meeting. The RO's can also do a one on one media skills training.

**Action: Jim will follow-up on media training for Council Members.**

In closing the REVP wanted to remind Ontario Council Members to send any updates to the contact sheet directly to the REVP's office. The REVP will also ensure that the contact sheet is reproduced in a larger font. Please provide the REVP's office with business card details in the next couple of weeks. All Council member and Committee Reports will be sent out electronically to all. The Council was reminded if anyone is interested in participating in the Political Action Committee or the By-Laws Committee to please send an e-mail to the REVP/his office.

Your closest RO is your point of contact. Frequent contact is suggested, each RO has a 1-800 number.

**Action: Jim will send the list of 1-800 #'s to each Ontario Council Member.**

The REVP spoke about holding an Ontario Area Council Conference. Unfortunately \$5,000 is not a lot of money and there are 10 Area Councils. It is intended for 2 members per Area Council to participate on a weekend, and we need to look at cost sharing or to try to get monies elsewhere.

**Next Meeting:**

The REVP advised that Ontario Council meetings are usually scheduled after the NBoD meetings. Next meeting will be held on November 4, 5, & 6. At that time we will schedule 2006 Ontario Council meeting dates. The next meeting will be held at 90 Eglinton Avenue, East, Suite 608. Friday evenings are scheduled for Committees to meet @ 6:00 p.m. Saturday Council meeting will begin @ 9:00 a.m. til 5:00 and on Sunday @ 9:00 a.m. until 3:00 p.m. We set these times to allow for travel to and from home. This does not stop Committees from meeting longer if they wish. If Committees need to meet all day on Friday, travel will be assumed by Council not the Committee. However loss of salary and meals will be assumed by the Committee budget. Conference calls can also be a useful tool to meet if face to face is not possible.

The REVP wanted to thank everyone for their participation. The REVP felt that he had an opportunity to get to know everyone better. He also has a great expectation of the new Ontario Council. The bar has been set quite high and this session has been a good start. The REVP wants to encourage Council to communicate via the email tree to keep the dialogue open.

*Motion to adjourn at 11:55 a.m.*

m/s/c          Romeo Jackson and Debbie Willett

<p>DISCLAIMER: The REVP has exempted all Council members from submitting their reports to this meeting. This meeting was in fact a training session and the first time for Council to meet, and that is why the REVP made the reports optional for this meeting only.</p>
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# APPENDIX A

## ONTARIO REGIONAL COUNCIL EDUCATION COMMITTEE REPORT

**Date:** June 24, 2005

**Committee Chair:** Debbie Willett  
**Committee Members:** Tara Humphrey  
Douglas Turner  
Romeo Jackson  
Hélène Brochu  
Kevin Lundstrom  
Shirley Riva (Staff)  
**Regrets:** Barb Wardlaw

Shirley welcomed new members to committee.  
Debbie assumed the chair.  
Discussed composition of committee. Each region is represented.

The 2004 + 2006 education plan has been set, but come the fall of 2006 the committee will commence the planning for the 2007 to 2009 years.

Advised the new committee members to read the education information that Shirley handed out (green folder).

The individual education plans for each regional office for the year 2006 still need to be planned out.

A discussion took place in regards to timing and types of courses.

The geographic reps. Need to discuss with the regional office reps. the plan for 2006. Presently the lines of communication should be:

- Regional office reps. and geographic reps. consult
- Info given to Shirley
- Shirley shares with the Education Committee

Committee to review the lines of communication re: the education course planning.

Motion brought to committee to allow Kingston area to receive extra monies from surplus to deliver six more courses in the fall.

# **APPENDIX B**

## **ONTARIO REGIONAL COUNCIL EQUAL OPPORTUNITIES COMMITTEE REPORT**

**Date: June 24, 2005**

**Committee Chair:** Aileen Duncan  
**Committee Members:** Val Fargey  
Richard Gott  
Elana Geller  
Sharon DeSousa  
John Ross  
Joan –Ann Gravesande (Staff)  
**In Attendance:** Gerry Halabecki

Introduction of committee members

### **Discussion on Chair of Committee**

Role of Chair~ Responsible for Committee, interfacing with Staff and presenting report to PSAC Ontario Council

Aileen Duncan appointed as Chair by REVP

Val Fargey appointed as Co-Chair by REVP

### **Terms of Reference**

Need to be amended and adapted to current EOC, must be presented to PSAC Ontario Council to be voted on.

Action~ Review of Terms of References by EOC and discussion

Action~ Set-up of e-mail tree for EOC

### **Agenda items**

1. History of Committee
2. Role of Staff Representative
3. Role of Committee members

### **For Next EOC Meeting**

1. Analysis of Forums
2. Have the revised draft of Terms of Reference ready to present to PSAC Ontario Council
3. Provide business cards to Joan-Ann for members
4. Establish the EOC action plan for the remainder of the term of office

## **APPENDIX C**

### **ONTARIO REGIONAL COUNCIL FINANCE COMMITTEE REPORT**

**Date: June 24, 2005**

**Committee Chair:** Ken Boone  
**Committee Members:** Steve Tuffin  
Gerry Halabecki  
**Staff Resource:** Rita Cantalini

The committee met and discussed procedures, past practices and processes. We talked about the fact that we did not intend to take any proposals to the council at the present time. We are not prepared to make any recommendations until the majority of costs are in from Convention.

The Chair explained to Brother Steve about the composition of the committee. Most often, the committee meetings will only include Ken, Steve, and Gerry. Val and Penny will usually not be attending our meetings, but will they be available to assist with processing travel claims at council meetings.

We have made a commitment to provide financial data to the council at each meeting. We will provide Portfolio balances, and Committee balances to allow them to budget their expenses.

## **APPENDIX D**

### **ONTARIO REGIONAL COUNCIL HEALTH & SAFETY COMMITTEE REPORT**

**Date: June 24, 2005**

**Committee Co-Chair:** Dennis Miluck  
**Committee Members:** Glenn Miller  
Steve Gauthier  
Robert Spencer  
Brenda Shillington (Staff)

**Regrets:** Penny Kreamer (Chair)  
Don Mahuda

During our meeting we had a discussion on future training, Fall School one day intro to H&S for all except W.S.I.B. course. This will be a one day Health & Safety Activism course – *“Health & Safety: Not just for Experts”* This initiative will utilize funds from the 2003-2006 Health & Safety Regional Activities Budget.

A discussion regarding the planning for the Regional Health & Safety Conference/Seminars budget started and a final proposal will be worked out at our next meeting.

During the meeting a copy of our mandate was handed out for review by all and input to come back by the next meeting.

Information on W.H.S.C. courses and Instructors was given to the members.

Planning for the next 3 years is in the works, ideas and input are needed at the next meeting.

A discussion on how, who and what is going to be done for the one day Fall School course was carried out no firm ideas at this time.