

# W. A. N. T. E. Liaison Representative

## MINUTES Thursday, October 4, 2012 4:45 PM Administration Building No. 2 Room 106

### Present:

Erin Cavers	Admin. – Human Resources	Erika Kupchak	Lord Roberts
Sonya McWilliams	Admin. – Info. Systems	Rhonda Plohman	Luxton
Shelly Gregoire	Admin. – Sec. Treas. Dept.	Darlene Rhodes	Cecil Rhodes
Darlene Neal	APC	Tami Forbister	Mulvey
Heather Verhoef	Adult EAL	Michelle Short	Mulvey
Gail Barker	Ashland DLC	Ursula Cecchini	Prairie Rose
Rosa Loconte	Carpathia	Elaine Berry	Principal Sparling
Bev Gillies	Cecil Rhodes	Ruth Kostiuik	Riverview
Debra Glennie	CGC	Carol Seburn	Sargent Park
Evan Comstock	College Churchill	Tracey Anderson	Shaughnessy Park
Rosina Gordon	CTP – Isaac Newton	Val Isfeld	Shaughnessy Park
Judi Bastl	Elmwood	Darlene Hanischuk	Sisler
Christine Brydges	Fort Rouge	Randall McMurray	St. John's
Carla Paul	General Wolfe	Amanda Ferbraché	Stanley Knowles
Marie-Colette Nolan	George V	Pam Elliott	Stanley Knowles
Angela Preston	Glenelm	Nelson Arevalo	Tec Voc
Brenda Chartrand	Greenway	Irene Costa	Tyndall Park
Rissa Lang	Harrow	Rosa Messina	Victoria-Albert
Vanessa Bartlett	Hugh John Macdonald	Carrie Logan	W.A.E.C.
Ben Lacroix	Kelvin	Karen Baird	Wellington
Joan Rusak	King Edward	Debbie Grausdin	Weston
Pat Pavcek	Lansdowne	Corina Phayouphone	Weston
Venus Sta. Brigida	Laura Secord	Dawn Bronk	Admin. #1
Margaret Sloboda	Lord Roberts		

### 1. **CALL TO ORDER**

- Meeting was called to order at 4:46 pm by Luis Tome, Liaison Chairperson.

### 2. **APPROVAL OF MINUTES**

- Minutes of May 10<sup>th</sup>, 2012 were approved and placed on file. Minutes are posted on the website

### 3. **INTRODUCTIONS OF EXECUTIVE AND COUNCIL MEMBERS – BARBARA MORRISON**

- Executive and Council Members were introduced to all Liaison Representatives.

### 4. **REPORTING YOUR ABSENCES ON SFE – LUIS TOME**

- Refer to Article 15.06 – “ Every employee shall notify or cause someone on her behalf to notify the Division’s computerized absence reporting system as soon as practical if she is unable to report due to illness.”
- It is not a requirement for you to call your work place and/or your SERT, and ALSO advise them by telephone that you will be away - it is a COURTESY.
- Always report your absence if you will be away and record the job number
- If you do not report your absence, WSD could take disciplinary action.
- Members could still phone in their absences if you do not have a computer and/or internet at home.
- Members DO NOT enter the NOCL or EAAD days, it needs to be entered by the clerk

**5. WANTE EXPECTATIONS OF LIAISON REPS – LUIS TOME**

- There are 4 meetings a year, please try and attend.
- Roles & Responsibilities were reviewed and they are posted on the website under “Liaison”
- Familiarize yourself with the Collective Agreement.
- If you are ever asked to attend a meeting with a member at your workplace, only do so if you are comfortable doing so. You would only be there to take notes and be a witness to what was said.

**6. COLLECTIVE BARGAINING AGREEMENT – CARLA PAUL**

- Luis Tome introduced Carla Paul, Collective Bargaining Committee Chairperson
- Carla Paul introduced her committee
- The committees first meeting will be held on November 5
- If you have any suggestions of changes you would like in the collective please submit in writing by email to [cbchair@wante.org](mailto:cbchair@wante.org)

**7. ANNUAL DINNER – LIZ BELOUS**

- Luis Tome introduced Liz Belous, the Social Committee Chairperson
- Liz reminded everyone that the Annual Dinner is being held on Thursday, October 25, 2012 at the Norwood Hotel. Tickets are \$20.00
- DEADLINE for tickets is October 12, 2012
- Reminder that this is our Annual Dinner not just for retirees!

**8. JURY DUTY- LUIS TOME**

- Refer to Article 21 in the Collective Agreement
- If you receive a subpoena for jury duty and would like to be excused you will require a letter to send to the Justice Dept.
- Send your original subpoena along with a request for a letter to be excused to HUMAN RESOURCES. The letter will be made with all the information they require.
- You will have to go down in person to Human Resources to pick it up as it needs to be signed by you.

**9. IDEAS OR SUGGESTIONS FOR LIAISON MEETINGS – LUIS TOME**

- If you have any suggestions of things you would like to see discussed at Liaison meetings please email Luis at [vicepres@wante.org](mailto:vicepres@wante.org) .
- If you have questions that you would like answered before the Liaison Meeting email Luis at [vicepres@wante.org](mailto:vicepres@wante.org) or the WANTE office at [wante@wante.org](mailto:wante@wante.org) .

**10. OPEN SESSION**

- Member updates are in the courier, please distribute to the members. If there are any missing either make a note on the control sheet or call the office. Only Permanent members were sent updates.
- Carla Paul, Chairperson of Collective Bargaining committee will be on the agenda every meeting
- Meetings start at 4:45 pm.
- Agendas for the Liaison Meetings are posted on the website approx. one week prior to the meeting. There will be extra hard copies available at the meeting if you are unable to print a copy.
- If there wasn't a name by your school on the sign in sheet that means we haven't received the Liaison Rep update form. Please return them asap.
- There will be WANTE jacket available for sale SOON. Watch for flyers in the work locations.

**Question:** When we have a ratification meeting could we have it instead where the ballots are sent to the schools and we vote there?

**Answer:** Send the suggestion to [cbchair@wante.org](mailto:cbchair@wante.org)

**Question:** What days can someone work as an alternate day for taking Religious Holy days?

**Answer:** When the employee fills in the short leave and sends it in to Human Resources, there is a form sent back to the employee that they must fill in. On the form you put which option you are taking and if it is to work an alternate day you state on the form which day it is.

**Question:** Could we ever have a Preplanning for your Preretirement workshop? The seminars the division holds are great but would have liked the information about 15 years earlier.

**Answer:** Watch for notices from Labor Ed. We are looking at some form of workshop on that subject. Also if you haven't signed up for the Retirement Seminar that the Division holds make sure you do. It is a lot of very valuable information.

**13. REMINDER OF NEXT MEETING** – December 6<sup>th</sup>, 2012

**14. MEETING ADJOURNED** – 6:00 pm