



*The meeting was held using the Zoom video-conference platform.*

- 1. Announcements** – calendar (attached) updated to April 2020 was also attached to the general meeting invite; there may be corrections (e.g. people who were scheduled to attend an event and didn't due to COVID-19 social distancing measures) – email any revisions to [presidentcupe951@uvic.ca](mailto:presidentcupe951@uvic.ca)
- 2. Roll call** – (LSW)
- 3. Recognition of the Territories** – (KM)
- 4. Reading of the Equality Statement** – (PS)
- 5. Health & Safety** – (KM)
- 6. Green Statement** – (KM)
- 7. Attendance Report & Welcome to New Members** – (CJ & KM)
  - 30 members were recorded as attending (Quorum is 20)
  - Micha Pesta, CUPE National Staff Representative joined the meeting as a guest
  - No new applications for membership were received

## **Minutes of** **April 29<sup>th</sup>, 2020** **General Meeting** **Video-Conference Call**

### **8. Approval of the Agenda**

***Motion: That the agenda be approved as shown on screen – (Kirk Mercer/Ted Godwin) – Carried.***

### **9. Approval of the Minutes**

- Copies of the February general meeting minutes were attached to the April general meeting invite
- There were no errors or omissions
- The minutes will be posted on the CUPE 951 website

***Motion: That the minutes of the February General Meeting be approved as circulated – (Kirk Mercer/Ted Godwin) – Carried.***

### **10. Matters Arising from the Minutes**

- None

### **11. Executive Board Reports – (PS)**

#### **CUPE 951 Executive report March, 2020**

- The Executive meeting was held March 11, 2020
- A motion to strike an Elections Committee for a two-year term to cover the CUPE 951 Executive elections in 2020 and 2021 was approved.

- The Election committee was appointed: Sherry Harmsworth, Chair/Returning officer and members Michael Gaudet and Stephen Leckie.
  - An e-vote motion: That CUPE 951 donate \$100 to the United Way of Greater Victoria Period Promise Fill the Bus campaign on March 7, 2020 was approved
  - A motion to include the Sergeant-At-Arms position in the list of positions that receive the Executive honorarium in the CUPE 951 Policies, for the month of March until it can be approved as ongoing, at the March general meeting was approved
  - The Recording secretary's laptop died and had to be shipped back to the manufacturer as it is under warranty. No update about its return.
  - A motion to wait until the March General meeting to hold by-election to fill vacant Member at large position for the remainder of the 2-year term. Was approved
  - A motion that a suggestion be put to the Bylaws committee when it is struck to create a 3<sup>rd</sup> Member at Large position which would be a Diversity member at large position was approved
  - A motion that the Executive ask the elections committee to encourage members from equity seeking groups to run for Executive Positions was approved
  - A motion to send up to 7 members to the Facing Management held at UVic June 4-5 and 16-17, 2020 was approved
  - A motion from the Education Committee to send up to 2 members to the BC Federation of Labour OH&S courses in April to be held in Victoria was approved
  - A motion to table the remaining agenda items to the April 8<sup>th</sup> Executive meeting was approved
  - Nominations for the May 2020 Executive Elections will open at the March General meeting. Nomination forms are on the Web site.
- CUPE 951 Executive report April, 2020**
- The Executive meeting was held April 8<sup>th</sup>, 2020
  - An LOA signed March 29<sup>th</sup> on working remotely was discussed
  - A separate LOA covering members who run out of sick time during Covid19 or have to quarantine as per the PHO was also signed
  - The CUPE 2020 convention is cancelled, registration fees have been refunded.
  - Bargaining – done.
  - A motion to purchase 3 new laptops for the Executive Assistant, President and Chief Steward was approved
  - A motion from the Education committee to purchase the Lancaster audio conference Closing the Divide was approved
  - A motion to purchase a Zoom video-conference platform package was approved
- Motion: That both the Executive Board Reports (March and April) be approved – (Pat Shade/Page DeWolfe) – Carried.***

***Motion: That the Sergeant-At-Arms position be included in the list of Executive positions to receive honorariums on an ongoing basis until the CUPE 951 Bylaws & Policies can be amended – (Pat Shade/Page DeWolfe) – Carried***

***Discussion:*** the role of the Sergeant-At-Arms is expanding, especially when online meetings are necessary.

## **12. President's Report – (KM)**

- The report encompassed March and April
- The Working Remotely Letter of Agreement will be posted on the CUPE 951 website
- On March 3 your bargaining committee meet with the employer and continue to move forward on your behalf to get us top the point were we could focus on joint proposals with Local 917. Our March 4 Executive meeting was rescheduled to the 11 as many executive members were busy with other business. This lead to an E-Vote to be able to participate in the United Ways Period Promise event on March 7 were myself and our communication chair Amy Issel went to fill the bus at Hillside mall.
- March 9 Both locals 951 and 917 met with HR to talk about COVID -19 and signed an LOA covering self-isolation with advice from the Provincial Health Office regarding those retuning from locations or those having close contact with someone who has been

diagnosed with COVID -19 by laboratory testing.

- How this works was added to the universities FAQ's on the website and has been cause for lot's of confusion by managers and workers. As the PHO was sending messaging out that was not covered by this LOA. You will start to see this on your My Page account under leaves.
- March 10 was our last day bargaining with the full team as spring break was coming up and the parties decided to wait until after the break.
- By March 16 COVID -19 was the first priority going forward as we started to see members and departments consider working from home, the local being proactive seen our Executive Assistant and Chief Steward move to working remotely at home. These were very intense times as Employers, Governments, Unions were trying to navigate how this would change the way we all do business. The local signed an LOA to this effect on March 19.
- In 4 short days we had moved from in person meetings conducting business using Skype conference calls. 951 and 917 had a skype call with our national rep Micha Pesta on March 20 were it became evident that the locals had to get bargaining done by the end of March due to the uncertainty of the provincial government in it's funding of the mandate set out in 2019.

- The Bargaining committee was contacted via email and the decision to move forward with pared down committees from both locals.
- March 24,25,26 we bargained jointly with 917 and the University committees through multiple skype meeting and by the evening of the 26 we had a tentative agreement in place.
- As of March 25 regular meetings with HR and the CUPE locals on COVID -19 via skype would take place every Tuesday and Thursday
- March 27 and 30 the full committee with the assistants of the CUPE area office meet via skype to talk about how we move to a ratification vote. Under the guidance of our Nat Repo Micha Pesta we moved to using Simply Voting an online platform for elections to host our ratification vote.
- April 1 Our executive started testing out Zoom to conduct our meetings, April 2 we proceeded to send out information via email on what the agreement was, a guide to understanding it and a FAQ page on our website. On that same day both 917 and 951 president meet with Andy Mavretic to talk about social distancing protocols
- April 3 the Ratification vote opened at 1 pm and would close at 1 pm on April 5,
- the results were announced via email on April 6. April 8 our Executive meeting and this was covered in the executive board report.
- On April 14 there was an Solidarity meeting with PEA, 951, 917,4163, USW 2009, And UVICFA
- Via Blue jeans and we discussed, possible job loss, accommodation for childcare/dependant care,
- parking reimbursement, social distancing protocols to remain open or reopen on campus
- April 15,17, Executive meet to discuss how we do our business using Zoom and the local purchased a monthly Zoom account.
- April 21, we conducted a Zoom meeting with the election committee to collectively look at how we can do our elections in May.
- April 22 Pat Shade and I were on a Zoom meeting with CUPE BC executives to deal with the business in the absence of Convention. Also, CUPE BC passed a COVID fund available to local and district councils across the Province.
- April 24 - CUPE BC Universities meeting where I hear updates from the other locals on Bargaining and COVID issues. What is happening differently like parking, working remotely, layoffs.
- April 28 – Contract implementation meeting, the big question Retro pay? the accounting is doing their best to try and have Retro pay out by the end of May but con not confirm that currently.

- The committees on the new LOA in the Collective agreement will be struck in the next 2 to 3 weeks, HR is working on edits to the new agreement.
- Also, the Joint presentations we normally do for department's will likely be different during COVID- 19 possible video with FAQ.

***Motion: That the President's Report be approved – (Kirk Mercer/Amy Issel) -- Carried***

### **13. Treasurer's Report – (MR)**

- The Treasurer's report was shared on screen
- The CLC Convention was postponed, but registrations were kept active for when the convention is re-scheduled

***Motion: That the Treasurer's report be approved as shown on screen – (Michael Rheault/Janice Closson) – Carried.***

- Jennifer Wells thanked the local for their generous donation to the VILSC, even though the conference had to be cancelled due to COVID-19 social distancing measures

### **14. Trustees' Report – No Report**

### **15. Chief Steward's Report – (TG)**

- It's been interesting representing members at virtual meetings
- Doing more work by email rather than face-to-face is providing more information 'in-writing' rather than just verbally

- Most issues are revolving around working on campus during COVID-19 – not all buildings are closed
- If you have any concerns about working on campus, contact Ted Godwin:  
[chiefstewardcupe951@uvic.ca](mailto:chiefstewardcupe951@uvic.ca)
- The Chief Steward's office has moved giving an opportunity for weeding materials kept there

***Motion: That the Chief Steward's report be approved – (Ted Godwin/Page DeWolfe) -- Carried***

### **16. CUPE National Staff Representative Report – (MP)**

- Micha Pesta reported that it has been incredibly busy for staff reps in the province, dealing with significant issues non-stop
- The latest issue is the direction from PSEC: originally the direction had been for wage continuity to April; the latest is no more blanket wage continuity
- Micha forwarded a memo from government to Kirk regarding vague guidelines for employers to follow regarding wage continuity going forward; everyone is trying to figure out what the memo means and they are expecting to see a variety of applications
- Government is encouraging employers to work with their unions

- They are not suggesting there be layoffs, but rather that staffing levels be continued with a re-deployment of current staff (e.g. EAs working as child care providers rather than as assistants in the classroom)
- There have been approximately 12,000 CUPE layoffs across the province; on the Island there haven't been a lot of layoffs
- In the Greater Victoria area, municipalities have only laid off auxiliary workers, mostly in recreational centres and libraries
- Most employers have promised a 3-month wage continuity, which is better than what the government suggested; however, workers need to be working (re-deployed) as they won't be paid to sit at home; or they can exercise their severance/bumping rights
- We can expect that life will not be returning to normal at least until the end of the year, if even then
- CUPE staff are thinking about what will Post-Secondary Education look like; a decrease in International Students has led to a decrease in funding
- CUPE staff are working with local presidents for ideas of what big-picture ideas can be pitched to the government to deal with funding shortfalls;

- and how we go back to how things used to be in order to stabilize Post-Secondary Education; they are suggesting it may be time for the government to revisit funding to Post-Secondary Education

#### **17. UVic Solidarity Meeting – (KM)**

- Kirk will be attending a Solidarity meeting later today with all the unions at UVic
- The Faculty Association is compiling documents to send to government to show how things can work better in the future and how the way PSEC mandates funds be used
- This could potentially improve the way we are able to bargain in the future

#### **18. University Safety Committee Report – (PS)**

- There will be no easing up on restrictions for the foreseeable future
- The University is looking at trying to return to a blend of online and face-to-face classes in the Fall
- There should be an announcement coming next week from the Universities in BC on how they plan on returning to some kind of face-to-face curriculum – however if there is any indication of an outbreak, they will immediately return to everything being online
- There is a 'learn anywhere' app for students

- Research at UVic has been shut down – they are trying to see how they can get back to doing research before valuable research is lost
- UVic is looking at safety protocols for front-line workers: signage to indicate where 6-foot separation marks are; Plexiglas shields; wipes to disinfect debit machines; and gloves for handling cash
- Nothing will happen until it's approved by the Provincial Health Office
- 917 members from Grounds have been returning to work, however some have been showing symptoms, which they're not sure are COVID-19 or not, but their return to work will be ending
- The wearing of face masks is not mandatory and will not be made mandatory; masks only protect the people around you, they don't protect the wearer
- The Campus 'U-Watch' program is voluntary – you have a high-vis vest to wear and a walkie-talkie to report suspicious behavior – not to intervene; Campus Security Officers and/or the Police will respond
- The 'U-Watch' shift is 4 p.m. to Midnight
- If you are interested in volunteering, please email: [securitymgr@uvic.ca](mailto:securitymgr@uvic.ca)

## **19. CUPE 951 Executive Elections** **Committee Report – (SH)**

- It has been very different doing this remotely
- The Elections Committee is: Sherry Harmsworth (Chair), Michael Gaudet and Stephen Leckie
- The committee met several times over email to come up with processes and procedures and then met with the Executive to get approval
- The nomination form has gone out; if you want to nominate someone for an executive positions, you will copy and paste the nomination form into an email, fill out the form and then email it to the person you are nominating; they will accept it and forward the email to [sharmswo@uvic.ca](mailto:sharmswo@uvic.ca)
- The email will be classified as a signature
- Once Sherry receives the email nomination, she will reply back to both the nominator and the nominee to say she has received the nomination and to confirm that the nominee is eligible
- Kirk added: depending on how many names are nominated, we may or may not use Simply Voting for the election; a deadline for nominations was necessary so that the Simply Voting platform could be prepped

- the voting may need to be staggered for different positions if people are nominated for more than one position; we'll deal with that once we know what the real numbers are
- The election meeting is May 20, 2020
- Email Sherry Harmsworth if you have any questions ([sharmswo@uvic.ca](mailto:sharmswo@uvic.ca) )

## **20. Other Committee Reports – None**

## **21. Nominations, Elections or Installations – None**

## **22. Reports of Committees and Delegates – (KM)**

- CUPE BC and Vancouver Island District Council (VIDC) have been meeting virtually
- All in-person meetings and events have been postponed until next year

## **23. Unfinished Business – None**

## **24. New Business – None**

## **25. Good & Welfare of the Union**

- Pat asked if the COVID-19 Letter of Agreement (LOA) was able to be posted on the CUPE 951 website
- Kirk responded that he was still waiting for an answer

- Human Resources had requested to be able to share the LOA with managers and Kirk responded that if Human Resources was going to share the LOA with managers, he wanted to be able to share it with CUPE 951 members – he hasn't received a response from Human Resources yet
- The LOA doesn't cover every situation because it came into place before all the current developments had taken place; he doesn't think Human Resources is going to be willing to expand the LOA
- If you are having any problems with COVID-19 Leave pay, please contact Kirk – [presidentcupe951@uvic.ca](mailto:presidentcupe951@uvic.ca)
- Kirk thanked everyone for being on our first Zoom video-conference meeting
- We're looking at ways to open this up to more members: those still working on campus may not be able to join a Zoom video-conference meeting; some members may not have a computer or internet access at home
- If you don't have a computer or internet access at home, it's pretty hard to participate in a secret ballot through a platform like Simply Voting —it might be possible to vote using a Smart Phones Data plan.

***Thank you everyone. Stay healthy, stay safe and stay informed. Wishing you good health until we meet again May 27<sup>th</sup> for our Executive Elections.***



## **26. Adjournment – (KM)**

- The meeting adjourned at 1:10 p.m.

*Copies of written reports or documents can be requested from the recording secretary.*

### **Next General Meeting:**

May 20, 2020

11:45 – 1:15

Video-conference using Zoom platform & Executive Elections using the Simply Voting platform

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### **CALENDAR UPDATE to CUPE 951 General meeting –March, April, 2020 – DRAFT**

March 3 – **Bargaining** (Sedgwick B125) - Kirk Mercer, Ted Godwin, Pat Shade, Laurie Whyte, Teresa Dixon, Sean Adams, Kate Brooks, Barbara Gordon, Nat Rep Micha Pesta

March 4 – Executive Meeting – GSS 112 **Cancelled** - Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon,

March 7 – Period Promise “Fill the Bus” Hillside mall – Kirk Mercer, Amy Issel

March 9 – **COVID 19** update with HR and LOA on COVID- 951 Kirk Mercer, (917) Steve Dixon

March 10 – **Bargaining** (Sedgwick B125) - Kirk Mercer, Ted Godwin, Pat Shade, Laurie Whyte, Michael Rheault, Sean Adams, Kate Brooks, Barbara Gordon, Nat Rep Micha Pesta

March 11 – Executive Meeting – GSS 112 - Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon,

March 16 – **COVID 19** update with HR - 951 Kirk Mercer, (917) Steve Nixon

March 19 – 951 and HR sign a working remotely LOA under COVID -19

March 20 – CUPE conference call 951/917 via Skype – Kirk Mercer, (917) Steve Nixon, Nat Rep Micha Pesta

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March 24 – **Bargaining** joint with 917 (Sedgwick B125) Online VIA Skype - Kirk Mercer, Laurie Whyte, Nat Rep Micha Pesta

March 25 – General Meeting – **Cancelled** Senate Chambers

March 25 - **Bargaining** joint with 917 (Sedgwick B125) Online VIA Skype - Kirk Mercer, Laurie Whyte, Nat Rep Micha Pesta

March 25 – **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

March 26 - **Bargaining** joint with 917 (Sedgwick B125) Online VIA Skype - Kirk Mercer, Laurie Whyte, Ted Godwin, Nat Rep Micha Pesta

March 27 - CUPE conference call 951/917 via Skype - Kirk Mercer, Byron Spiers (917), Nat Rep Micha Pesta

March 30 – **Bargaining** online via Skype - Kirk Mercer, Ted Godwin, Pat Shade, Laurie Whyte, Teresa Dixon, Sean Adams, Kate Brooks, Barbara Gordon, Nat Rep Micha Pesta

March 31 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 1 – Executive test meeting via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon, Nat Rep Micha Pesta

April 2 **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 2 - Executive test meeting via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon, Nat Rep Micha Pesta

April 2 – Social Distancing Protocols with HR via Skype- Kirk Mercer, Byron Spiers (917)

April 2 – Memorandum of Settlement Ratification Vote information goes out.

April 3 – Simply Voting online for ratification vote opens

April 6 – Results from ratification announced via email

April 7 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 8 - Executive meeting via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon, Nat Rep Micha Pesta

April 9 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 14 – Solidarity meeting via BlueJeans-PEA, 951,917,4163, USW 2009, UVICFA – Kirk Mercer

April 15 - Executive updates meeting via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon, Nat Rep Micha Pesta

April 16 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 17 - Executive updates meeting via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon, Nat Rep Micha Pesta

April 20 - Zoom account testing – Kirk Mercer, Pat Shade

April 21 - Executive updates with Elections committee via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon,

Teresa Dixon, Nat Rep Micha Pesta, Sherry Harmsworth, Michael Gaudet, Stephen Leckie  
April 21 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 22 - CUPE BC Executive Board Online VIA ZOOM - Kirk Mercer, Pat Shade

April 22-25 - CUPE BC Convention (Vancouver) **Cancelled** - Kirk Mercer, Pat Shade, Ted Godwin, Laurie Whyte, Amy Issel, Michael Rheault, Page DeWolfe

April 23 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 23 - Executive updates with Elections committee via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon, Nat Rep Micha Pesta, Sherry Harmsworth, Michael Gaudet, Stephen Leckie

April 24 – CUPE BC Universities meeting via Zoom – Kirk Mercer, Nat Rep Micha Pesta

April 24 - Executive updates with Elections committee via Zoom- Kirk Mercer, Ted Godwin, Pat Shade, Bo Love, Laurie Whyte, Michael Rheault, Amy Issel, Barbara Gordon, Teresa Dixon, Nat Rep Micha Pesta, Sherry Harmsworth, Michael

April 28 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

April 28 – Contract implementation meeting with HR- Kirk Mercer, Nat Rep Micha Pesta

April 29 – General Meeting via Zoom

April 29 – Solidarity meeting via BlueJeans-PEA, 951,917,4163, USW 2009, UVICFA – Kirk Mercer

April 29 Victoria Labour Council Executive meeting via Zoom- Kirk Mercer, Ted Godwin

April 30 - **COVID-19** update with HR via Skype 951,917,4163 and Nat Rep Micha Pesta – Kirk Mercer

May 4 - 8 – CLC Convention (Vancouver Convention Centre) **Postponed** – Kirk Mercer

May 23 - Vancouver Island District Council (Coast Bastion Hotel, Nanaimo) **Online via ZOOM**- Ted Godwin, Laurie Whyte, Amy Issel

May 23-26 CAF conference 2020 (Calgary)

**Postponed** – Kirk Mercer

May 24 – 29 CUPE BC Weeklong Spring School  
(Kelowna) **Cancelled**

June 4, 5, 16,17 Facing Management (UVic) -

June 23-25 SUPER CON (Nanaimo) **Postponed**

July 22-24 Think Tank (Harrison) - Kirk  
Mercer, Pat Shade

September 17-18 - CUPE BC Executive Board  
(Anvil Centre, New Westminster) – Kirk  
Mercer, Pat Shade

\*October 3-9 - CUPE Fall Weeklong School

December 4–5 - CUPE BC Executive Board  
(Anvil Centre, New Westminster) - Kirk  
Mercer, Pat Shade