



## CUPE 4848 and NB EMS

### Labour Management Minutes

Thursday, October 17, 2013

#### In Attendance

<b>CUPE</b>	Trent Piercy	Mike Harris
	Bill Flewelling	Denny Cogswell
	Judy Astle	Greg McConaghy
	Brian Harris	Chris Kennedy
	Bernard Soucy	
<b>NB EMS</b>	Beth Simkins-Burrows	Paul Ward
	Eric Beaisto	JP Savoie
	Paul Boudreau	Robin O'Hara
	Caroline Wicherek	
	Jacques Charest	

#### Absent

<b>CUPE</b>	Ralph McBride	
<b>NB EMS</b>	Yvon Bourque	Craig Pierre
<b>Invited Guest</b>	Mike Simpson and Karen Leonard	
<b>Recording Secretary</b>	Caroline Wicherek	

#### 1. Meeting Called to Order

- a. Beth Simkins-Burrows called the meeting to order at 10:04.

#### 2. Approval of Minutes from June's Meeting

- Minutes approved by Trent Piercy, CUPE and Beth Simkins-Burrows, NB EMS.

#### 3. Approval of Agenda

- a. Follow Ups from September 2013 Meeting
  - i. Uniform Committee (CUPE)



There will be a meeting October 18, 2013 at 9:00 am at John Street. Judy Astle and Mike Harris will be the reps from the union. Yvon Bourque and Craig Pierre will be the reps for NB EMS.

ii. **Driver's Abstracts (NB EMS)**

The new document has been completed with the new wording. It has been sent to translation.

iii. **Floater Agreement (NB EMS)**

NB EMS has not created an agreement at this time.

*Follow Up: Beth will create an agreement document.*

iv. **Update shift trades in scheduling document (NB EMS)**

Spelling errors have been corrected and the document has been updated.

v. **PT in FT TA provide document (NB EMS)**

Issue resolved with TeleStaff.

vi. **Cleaning Station Document (NB EMS)**

The document has been created and Beth forwarded it to the Union on October 16, 2013.

vii. **Chute Time study (NB EMS)**

*Follow Up: Yvon to discuss at the next meeting since he is absent.*

viii. **Vacation when Moving Stations (NB EMS)**

Managers will do their best to accommodate yearly vacation when employees change from one station to another however there is no guarantee.



ix. **CCTC Job Sharing Document (NB EMS)**

A meeting has been booked to discuss the rules prior the expression of interest posting is released. CCTC is a 3 language level.

*Follow Up: NB EMS to provide update as soon as guidelines have been established.*

x. **Ability to sign up for shifts for the next four weeks (NB EMS)**

Issue resolved by Telestaff.

xi. **Floater Positions Update (NB EMS)**

NB EMS has not heard of any issues since the Woodstock situation.

NB EMS had done research to determine where floaters were needed. After the pilot phase is complete we will need to relook at the areas. A floater may not be needed in Woodstock.

*Follow Up: NB EMS would like to continue to discuss the floaters at the next meeting.*

**b. CUPE Topics**

**i. Awarded Jobs Being Removed**

Last round an employee filed a grievance because a posting was removed from him due to a keying error.

The union wants NB EMS to contact them before any postings are removed from an employee. They want to understand why a position is removed and if multiple employees will be affected.

NB EMS has committed to discussing with the union if a position will be removed however we are not willing to break a law (ie. official language act).

**ii. Language Training Funding**

The union doesn't feel that 50% cost share is reasonable. They are government employees and other departments are paying for all the training.



NB EMS is not being given any funding from the Department of Health. NB EMS made it clear to DH that it is not fair that the hospital is receiving funding and ANB is not.

NB EMS would like to know of any concerns with the language testing. Employees can be retested if they do not agree with their language results. If they score higher than the first assessment they will not be charged however if they receive the same score they will be charged.

*Follow Up: The Union would like to continue to discuss the issue at future meetings.*

**iii. Roadside Post Concerns**

At the AGM, the membership stated they want the executive to force this issue. It will go to adjudication. The Union will use the media to gain more attention.

NB EMS has reduced the number of posts since go live. EMS services have road side posts and it is part to business. NB EMS has no plans to remove any more roadside posts.

**iv. Short Notice Vacation Requests**

The union would like a clear understating of where NB EMS stands on this subject.

NB EMS is working on a process document to eliminate some of the inconsistencies in approving short notice vacation request. NB EMS will share the document with the union.

**v. Chipman Postings**

No movement on the subject at this time.

CUPE and NB EMS to discuss before the next posting to determine what will be done about the Chipman position and whether they are posted permanently or let the terms run out until March 2014.

**c. NB EMS Topics**

**i. TeleStaff Demo**



NB EMS presented TeleStaff to the Nurses and they are happy with the system. TeleStaff has been implemented in PEI and the system is working well there.

All electronic, no longer paper based. Now there is a record of exactly what the employee entered in the system.

Employees should use passwords that are easy to punch into a mobile phone. Reference guides and video tutorials will be available on the website so employees can refer to them at any time. There will also be special videos for the Paramedic Coordinators. November 21, 2013 is the go live date. There will an email support address available.

System will only use the primary number for employees.

The system has 38 different lists which follow the schedule rules/call out process. The system will pull the right list of people who qualify for the shift. If a shift is not filled it will notify the Paramedic Coordinator. Less than four hours would recommend using auto hire feature to fill a vacant shift and if less than an hour use manual call out. The rotating no list is working.

Employees will still need to call in sick. Nothing has changed for employees when calling in sick.

The system is compatible with all web browsers. It is linked to payroll and meal vouchers will no longer be paper based.

Employees are responsible for updating their contact information in the system. However they must also notify Human Resources.

Medics will be able to see everyone that is working however they will not be able to see why someone is off work.

The Union would like the managers to continue to provide in writing (email) why an employees' leave request was denied.

***Follow Up: NB EMS would like to get continuous feedback on Telestaff from the Union and staff.***

## **ii. Provincial Tour Update**

The union and NB EMS agree that the tour was poorly attended. Union thinks the low attendance is due to low morale.



NB EMS states there were interesting discussions. The language topic came up a lot including postings, testing and training.

NB EMS has documented the issues/questions that were raised during the sessions and will address them. They will be posted on the website. A letter has been sent to the language commissioner to discuss.

There were consultants that attended sessions to note the top 5 items of importance that came out of the GNB engagement survey. NB EMS has to present a report to the government by November how we will address the concerns.

Some one on one feedback that was received at the session has been dealt with.

### **iii. Issues when Awarding Positions**

Some employees do not get back to HR whether they want to accept a position or not. NB EMS would like CUPE's commitment that the employees must make a decision immediately when we are calling them and that they return our calls.

*Follow Up: The executive will discuss and we will discuss at the next meeting or before the next posting.*

### **iv. Abuse of Sick Time/Units out of Service**

NB EMS is still seeing staff calling in sick during nice and sunny weekend. CUPE stated, what are employees supposed to do if their short term requests are not approved? CUPE has advised its members that the government does watch if trucks are out of service and it does not look good.

### **v. GNB Attendance Management**

The attendance management system will go into effect January 10, 2013. All government agencies have to use attendance management. It is not disciplinary in nature and is there to help employees.



NB EMS is involving the union on cases of employees with high sick time usage and has had some great success.

Documents will be provided to ANB staff explaining the Attendance management process. NB EMS has not decided on its triggers yet.

#### **d. New Items Added**

##### **i. Number of Casuals (CUPE)**

CUPE states that there are not enough casuals in Miramichi. It is causing issues with short term leave requests for permanent staff not being approved.

NB EMS states that we do not have the necessary casual employees which we need. We are recruiting but the school is not producing as many students as before. The interest in paramedicine is dwindling.

Yvon places the casuals based on need and where the new hires are from.

##### **ii. CISM**

Alan Stephen is very big on mental health. Although NB EMS has not met with CUPE, we have been working on various sources for CISM training. The HR department is working on a strategic plan.

CUPE suggested removing the peer support from the process. Beth stated this is not possible because ANB does not manage the CISM program.

NB EMS and CUPE agree that some employees do not request the help.

*Follow up: Caroline and Judy to meet and discuss the CISM structure.*

##### **iii. Grievance**

NB EMS is receiving grievances but is unaware if the union has seen the grievances. We need something on the grievance form to indicate whether the union has approved it.

CUPE states they need to know if a pre-grievance has taken place and if it was resolved or if it is going further.

CUPE will try to educate and communicate the grievance process to its members.



**4. Next Meeting**

- a. Next meeting will be scheduled for November 28, 2013 at 10:00 am.

**5. Adjournment**

- a. Meeting was adjourned at 1:30 pm.

Respectfully submitted and approved by:

Trent Piercy, CUPE 1252, Local 4848

Beth Simkins-Burrows, NB EMS