



CUPE 4848 and NB EMS

Labour Management Minutes

Monday, September 12, 2011

In Attendance

CUPE	Denis Beaulieu	Mike Harris
	Ralph McBride	Chris Kennedy
	Bill Flewelling	Trent Piercy
	Judy Astle	Bernard Soucy
	Dale Landry	
NB EMS	John Dallaire	Shirley Neville
		Beth Simkins-Burrows

Absent

CUPE		
NB EMS	Stephen Hanley	
Invited Guest		
Recording Secretary	Beth Simkins-Burrows	

1. Meeting Called to Order

- a. John called the meeting to order at 9:30am.

2. Approval of Agenda

a. CUPE 4848 Topics

- i. Sick time notes and threats not to pay
- ii. Station Inventory Stock
- iii. Accommodations in-house (favorites get to do staffing and payroll)
- iv. Vacation time off

b. ANB Topics

- i. Information on ACPs
- ii. Results of 24hr Stations to 12hr Stations
- iii. Deployment Activities



iv. Nine Month Clause

c. New Items Added

- i. Decontamination of equipment
- ii. List of designations for Local 4848
- iii. Sched Pro (we have to add a line for casuals admin maxed at 150 hrs before they go to the “No” list)
- iv. Responding Code 1 Policy

3. Approval of Minutes from June’s Meeting

- Minutes approved by Denis Beaulieu, CUPE and John Dallaire, NB EMS.

4. Follow Ups from June Meeting Minutes

- Steve to send a revised version of his document “Riding as a Third” (see attached)
 - ***Discussion was held and CUPE asked to table the document to the next Labour Management meeting.***
 - ***NB EMS had prepared the document out of respect as there is nothing in the contract with the province that would prevent the NB EMS paramedics from working on the truck.***
 - ***CUPE noted that they will grieve if NB EMS paramedics are working on the ambulances as a third. CUPE is ok with them working as a medic as the last resort instead of putting the ambulance out of service.***
 - ***CUPE asked for NB EMS to have scheduled dates to ride as a third. CUPE also has concerns that some of the Operations Managers would ride with some members to determine if they are making mistakes. ANB indicated that the purpose of having the Operations Managers on the ambulances has nothing to do with them looking for mistakes with the paramedics practice but to assist them maintaining their registration with PANB.***

Follow Up: Tabled to next Labour Management meeting.

- This issue will be tabled till next meeting as we cannot resolve it. CUPE disagrees with what ANB is doing and are unwilling to sign off until the Casuals are allowed to ride as a third also.



- Shirley to provide update on wind pants.
 - *The wind pant issue is still open with Medavie EMS (MEMS). The other operating companies within MEMS have looked at the wind pants from a company in Edmundston. Discussions will be held the week of June 20 with the vendor. Shirley believes that the sample from the vendor in Edmundston is now the preferred vendor for the MEMS company.*
 - *John stated once a decision is made, Labour Management will have to have a discussion on how we disperse the new pants.*

Follow Up: Shirley to provide further info at next Labour Management meeting.

 - NB EMS looked at the windpants again at Atlantic Uniform. They will be available as an optional uniform item at a cost of \$156.85. They are available now but have not been communicated yet to the paramedics. We will look with Nagesh and see if we can issue a T220A. CUPE stated since it is optional attire, the members will wear what they want to protect themselves. Shirley reminded them that we have a reflective policy and if they get hit. CUPE stated that the current snowpants are not reflective. John stated that there is still times when the medics do not wear the current reflective gear that we gave them. CUPE believes safety is a major priority for their members but NB EMS cannot hide behind safety when ANB is not providing the proper gear. Article 38 is very clear as to what it states. There is a grievance launched. Ralph stated that they may get a WorkSafeNB officer to come in during unfavorable weather conditions to write an order to a company.
- Shirley will take Bill's example of his helmet to the Safety Committee to see if the one Bill brought is Ok to use.
 - *Helmet went to the JOHS Committee. They are still evaluating the helmets and JOHS Committee has made contact with the helmet company. The specific helmet that Bill provided is no longer available but the company has other similar samples.*



- *Bill is wondering if it is Ok to wear his helmet. Shirley stated no, that he would have to wear the helmet that is currently in the ambulances today.*

Follow Up: Shirley is to provide an update at next Labour Management meeting.

- The current helmets are CSA approved and meeting the minimum safety requirements. The new ones we were looking at are approx. \$300 each and CSA approved. Marcus has worked with the Joint Occupational Health and Safety Committee on the issue. NB EMS understand the new helmets are nice but cannot incur the cost. NB EMS will be keeping the current ones.

- Finalize the Draft Policy “Education Sessions Scheduling” (see attached document).

- *Attached document is still the old version as Steve is still working on revising the document.*
- *CUPE would like 60kms each way added to Point 5.0.*

Follow Up: Steve to revise document and send it out before next Labour Management.

- CQI has sent out the new updated Education Sessions Scheduling Policy.
- CPR is now being done within the Education Sessions.
- *Follow Up: Beth to get a copy and send it to CUPE Executive.*

- John to have Marcus schedule a meeting with Ralph, Denis, Judy, John and himself outside of Labour Management regarding OHS Committees.

Follow Up: John to follow up again with Marcus as nothing has been scheduled.

- John will work with Marcus to get the meeting scheduled. Main purpose of the meeting is to review the terms of reference of the committee so all ensure they understand their responsibilities.



- Shirley to look into allowing the Moncton medics to have some relief by going to Riverview.
 - *Riverview is a post. Any decision to change this would be part of the upcoming SSP review.*
 - *CUPE stated that the medics working in Riverview miss some the info that is going out since Riverview is a post, could we do something about this.*

Follow Up: Shirley to look into the possibility of having messages posted at the Riverview post.

 - Completed.

- Shirley to follow up with JP Savoie on the Geo verification issues in regards to a second verification process.
 - *It is not possible with the current computer set up to put another double check pop up box because of the current programming as one pop up box is already there. It is a manual role of the Dispatcher to make sure that they are not ticking off the box by accident.*

Follow Up: Shirley to check and see if the default box, instead of being a street name, be a blank box which will force the Dispatcher to move it to pick an actual street.

 - Technology wise it cannot be done with our CAD system. Ralph is wondering how we fix this is issue if we can't from a technology point of view. Education is the best thing to avoid this issue.
 - *Follow Up: Shirley to explore further what we can do to resolve this issue. Safeguard issues. Learning system, etc....labeling screens, re-verify.*

- Shirley to follow up on ratio of vacation time off for MCMC.
 - *One staff member allowed on vacation per 12 hour shift. CUPE is wondering why we would not allow more to be on vacation. NB EMS currently does not have any extra staff to fill the vacancies. Shirley has three PTs in MCMC. MCMC is not getting a great response rate for those vacant shifts. CCTD desk is not part of the mix. They are not employed to be dispatchers within MCMC. Currently everyone has been granted*



vacation as requested. If they have someone off on leave (ie. sick or parental) they still allow the one staff member on vacation per 12 hour shift.

Follow Up: Dale brought up an individual issue that Shirley will follow up with JP on the CCTD.

- Completed.

➤ HR to draft a new "Switching Shift Policy."

- *The new policy has not been completed as HR wanted to have a further discussion. The policy will be revised to exclude the fact that the employees have to use their vacation or OT bank first before they can ask to switch the shift.*

Follow Up: Beth to draft the new policy.

- *Follow Up: CUPE to send comments in.*

➤ Shirley to follow up on the new schedule for the 24hr stations.

- *Shirley has identified everyone that would have some anomalies. Nothing has been received from CUPE to see if we can cross check the information.*
- *CUPE stated that the start times were to be asked by the employees in the stations by seniority, CUPE stated that this has not been done yet.*

Follow Up: Shirley to follow up with OMs to ensure that they have asked the paramedics by seniority who wants what start times.

- Completed.
- NB EMS has not heard of any issues with scheduling. Have not heard any issues with leveling or bank times. Pay & Scheduling runs Thursday to Wednesday now.
- As part of the leveling, only three people may have been affected.
- *Follow Up: Danielle to do up a report of who was affected at the end of the 8 week cycle. Then John and Denis will meet and discuss.*

➤ Casuals by Admin Area – CUPE requested an offsite meeting on this topic.

- *CUPE is in agreement we can do Casual by admin area not regionally.*



Follow Up: Shirley to advise Mike to update SchedPro as well as the Call In procedures.

- Completed.

- John and Danielle will come up with a few options on how to deal with the financial implications for the employees. HR will coordinate a memo going out to the RMs and OMs to advise them regarding no movement (for postings) between the above dates (July 20, 2011 to August 18, 2011).

- **John and Danielle have met and the max. people affected will be around 60 pple and Payroll will deal with them on an individual basis.**

Follow Up: Beth to coordinate the memo to the Operations team for the dates of no movement.

- Completed.

- Request for Doctor Notes

- CUPE has a specific case that they need NB EMS to look at it. CUPE will forward it to HR (Beth's) attention.

Follow Up: Wellness Consultant (Dianna St-Pierre) will be following up with a revised memo to calculate the sick occurrences within the next month.

- **Follow Up: John to follow up and have Dianna send out the memo.**

5. Agenda

CUPE 4848 Topics

- a. Sick time notes and ^{threats 103} treats not to pay _{BBB}

- NB EMS is having a problem with sick time particularly on nice weekends. Average 44 hours of sick time in the first quarter for each paramedic.
- CUPE believes the increase of sick time usage is because NB EMS has denied vacations so staff are calling in sick.
- NB EMS is looking at putting in an attendance management program, similar to what is at the RHAs.



- CUPE stated that if the vacation request is put in far enough in advance then the shift should still be able to be filled with no overtime if it was not left to the last minute to do. CUPE believes that all vacation requests should be filled even if overtime is needed including the last minute ones. The calendar post in April gives the priority of vacation based on seniority.
- CUPE was wondering if there has been any study that has been done to see the use of sick time versus allowing the employee to take vacation. NB EMS does budget for employees taking vacation time.
- We do have the right to investigate if we feel the absence is not right. CUPE says we are threatening not to pay if the doctor's note is not valid.
- Employees have been threatening management if we do not give them the day off the member will call in sick. It goes both ways.
- Ralph stated we should look at the ON case laws that show it is invasive forms to fill out for someone who was sick for only a day. NB EMS is looking at our approach to see if there is a better way to do it.
- John stated that we collectively have an issue that some employees are abusing the sick time system and everyone is feeling the pinch. We have agreed at Labour Management in the past that we have the right to investigate the ones we feel who are abusing.
- CUPE stated if you have "a problem employee" deal with that employee involve CUPE more in the discussions instead of threatening the employee with no pay. Union can help us out with the patterns. John has clarified with Dianna that the union is to be involved when there are patterns involved.
- CUPE stated the statement of limitation form is for long term sickness not for the one day here and there.
- CUPE stated that if the employer believes they have the right to investigate under Article 27 and find they can prove the sick time abuse then the employer has other means of dealing with the individual, up to and including suspension, under different sections of the agreement. The employer should not threaten the employee without pay because they don't believe they were sick. The employer is not qualified to make that call. ANB needs to pay them and deal with the findings at the end. Also the need for the medical release forms are not need for short term illness.



- John made it clear that we will investigate abuse of sick time that is not going to change.
 - Dianna will work with the Operations Manager and speak with the staff when we believe there is abuse.
 - ***Follow Up: In Edmundston – as soon as someone hits seven day occurrences they get the letter and require a doctor note whether there is a pattern or not. Dianna to remind the OMs that all requests for seven days letter goes through her. The OMs are not to send the letters out themselves. John to provide updated info on process to RMs and HR team that they should be using the contract instead of threat of not to pay. John to review the documents that Dianna will be using.***
- b. Station Inventory Stock
- CUPE stated that a lot of stations do not have any extra inventory on hand to replace what was used in the truck. This seems to be an issue in the West (Tara's area).
 - CUPE is wondering if we could use the equipment from the hospital in case we get a second call so that we do not have to go back to the station to get them. Same as it used to be before go live. There was a stock always kept at the hospital.
 - CUPE stated the same thing for decontamination, it should be done at CSR as they are trained and equipped for it.
 - ***Follow Up: Shirley to follow up to see about not having enough stock in the station and having some stock in the hospital.***
- c. Accommodations in-house (favorites get to do staffing and payroll)
- NB EMS fully agrees with trying to accommodate individuals who are not able to work on the trucks due to illness. This is in particular for light duties for pregnant employees. Some OMs trying better than other OMs.
 - Ralph wants to employees to be fair and treated equally.
 - ***Follow Up: Shirley to follow up with OMs, Beth to discuss with the HR team to ensure that the opportunity is being given, in particular with the pregnant staff who require light duties.***



d. Vacation time off

- Discussed above with the sick notes. We have to find a way to grant vacation to the members even if they have not put it in April when they should have. Members will keep some vacation for last minute. The OMs do not want to replace any shift if it is going to cause OT. CUPE would like to see us try to accommodate the members who are trying to take some vacation which may reduce our sick time.
- By Christmas we should have 70 new employees in the system which will help with the vacation requests. This will provide us with more casuals to assist.
- CUPE was wondering if there was a directive to not cover vacation if it would cause OT. John said that there was never a directive to this.
- CUPE was wondering if an OM was short to fill a vacation approval, could they call another OM to see if they had anyone who would be interested in going once the “No” list has been exhausted. NB EMS was wondering how you would know who to call. John updated that the “No” list is being programmed. NB EMS said that it is not equitable treatment and this is the reason we have the “No” list.
- CUPE was wondering if we would consider paying mileage to staff a truck if the distance was great. CUPE would like to see NB EMS think outside the box a bit more to staff the truck. Basically after we have exhausted our lists is there another way to staff the truck.
- CUPE asked if an OM can still staff the truck, Shirley advised yet but it will be a last resort.
- Ralph said we may need to look at the 10 hour rule between shifts – think outside the box. Ultimate goal is to keep the trucks staffed. Safety is important. Rules are there when needed but don’t be so tied to them.
- ***Follow Up: CUPE has asked Shirley to put it in writing that there was no directive not to cover vacation if it cause OT. Shirley to look at it and follow up with the group. Shirley will look at other possibilities to staff a truck if the truck is going out of service.***

ANB Topics



a. Information on ACPs

- We have a proposal into the govt on ACPs. We have not heard anything back from PNB on what we will be done with them or where they will be located. Currently have 15 ACPs who are only allowed to practice at a PCP level as we are not licensed at an ACP level. A job description will be done by DH with OHR. We cannot discuss the content of the proposal that was submitted to the govt. No timelines or meetings are scheduled with govt. We have been waiting for about a year.
- Ralph stated that Board of Management is not ready to move yet on ACPs.

b. Results of 24hr Stations to 12hr Stations

- Updated was provided above. Going to adjudication in October.
- CUPE is wondering if we have seen an increase in shift overrun. John said we have not seen this, however, we have seen the meal claims have reduced.
- Ralph is wondering if there is a memo out there that the employer has the right to hold you four hours after your shift. Ralph heard there was a memo (maybe a verbal comment) that the company can hold someone for four hours if we are at ECO. This is come out of the East.
- Ralph has heard there are overruns and more stand bys. So the next crew are sitting in station waiting for truck to get back.
- **Follow Up: Shirley will follow up.**

c. Deployment Activities

- John provided an updated on the activities that we are looking at. John needs another few weeks to finish it and then will send it out. Dale is the contact on CUPE side.
- **Follow Up: John to provide further info in about three weeks.**

d. Nine Month Clause

- Because of our staffing and people are applying for jobs, we need to keep the employees in their current position for nine months before they can



start to apply for another job. If there is a family issue/operational issue, we can look at that.

- CUPE said they will tell the employee to apply for the vacant position as per Article 31.01. Article 31.06 states lateral transfer is hours of work. Hours of work is not 12 hour shifts but start and end times.
- If a person was denied a position because they have not been in their old position for nine months, CUPE stated there will be a grievance.

a. New Topics

a. Decontamination of equipment

- CUPE wants to know who has the responsibility of doing the decontamination. Seems like the same crews are doing the decontamination all the time. What the standard for cleaning – everyone cleans differently.
- CUPE was wondering if the RHAs could do the decontamination.
- ***Follow Up: Shirley will look into what is possible.***

b. List of designations for Local 4848

- We have an order from Dept of Labour. The order has been signed and it has 100% designation.
- ***Follow Up: Beth to provide first name, last name and station and status, medics or dispatchers to send to Ralph and Denis.***

c. Sched Pro (we have to add a line for casuals admin maxed at 150 hrs. before they go to the “No” list)

- Need to include the casuals between point 7 and 8 to max to 150 hours.
- ***Follow Up: Beth to follow up with Mike.***

d. Responding to Code 1 Policy



- Issue in Sussex area, the OMs is now questioning why they are going above 120km/hr, he is going back saying that they have no reason to go above. Questioning the medic, etc... That was not the purpose of filing out the report.
- Shirley stated that CQI looks at it after 130km/hr and will determine if they had a reason to go over. If they did not then CQI will deal with it from a clinical remediation point of view.
- CUPE stated that what we had discussed was that we understood why you did it but here is the awareness issue why they may not need to speed.
- ***Follow Up: Shirley to look into it.***

b. Miscellaneous

- Let's see where we are in a few months and then John and Denis can decide if we need another meeting due to negotiations.
- Local 4848 is having their AGM in October and a new election will take place.
- New Station VP listing from Denis to John.
- Denis stated starting next month they will be asking members to wear a new lapel pin on their uniforms.
- ***John to follow up with lines on floors in bay with Paul Cormier.***
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c. Next Meeting

- a. Next meeting will be scheduled at a later date.

d. Adjournment

- a. Meeting was adjourned at 1:55pm.

Respectfully submitted and approved by:



Denis Beaulieu, CUPE



John Dallaire, NB EMS