



UNION OF NATIONAL DEFENCE EMPLOYEES LOCAL 612 MAPPING AND CHARTING ESTABLISHMENT  
 UNION DES EMPLOYÉS DE LA DÉFENSE NATIONALE LOCAL 612 SERVICE DE LA CARTOGRAPHIE

Local 70612 Executive Committee Meeting #24  
12<sup>th</sup> July 2007, 12:00 – 13:00 hrs.  
615 Booth Street – 3<sup>rd</sup> Floor Conf Room/Room 251

Present

Brother Anil Hayne, President  
 Brother Kris Knowles, Second Vice President  
 Brother Fabien Cloutier, Treasurer  
 Sister Liette Desparois, Chief Shop Steward  
 Sister Sarah DiLabio, Secretary  
 Sister Tatiana Sokolova, DP Sqn Shop Steward

Absent

Brother Phil Rock, Vice-President  
 Sister Dawn Price, Web Master  
 Brother Robert Edmonds, Past-President

Item	Discussion Points	Action/Remarks
1	12:06 - Call meeting to order, establish quorum, and opening remarks.	Anil
2	Review Minutes of last meeting: - Accepted.	All
3	Action Items from previous Minutes: a) Interpretation Service Rebate – ONGOING: We received 1/2 of the money back (\$265). Anil to send an email to Mary Chamberlain, reiterating that approx. 1/12 of our money going to one thing is too much. (Still in progress) b) Retirement Certificates – ONGOING: A certificate signed by the Union National President can be given to retiring members. Phil to monitor who is retiring so he can request a certificate from Bob Champoux. Phil to inquire with Bob to find out how much notice they need. c) Union Exec Job Descriptions – ONGOING: Liette is to write a job description and get it to Anil so he can begin compiling a Union Guidance Book on the functions of the Exec/Meetings/AGMs etc. Dawn has posted them on the web site.	Anil  Phil  Liette

	<p>d) EAP Rep – ONGOING: Anil is to confirm with Kathy Facey that she has been scheduled to take her courses. Once that is done, Anil will then inform the CO.</p> <p>e) Web Page Redesign – ONGOING: Dawn will monitor the number of hits with a counter to see if it is worthwhile to implement a discussion forum.</p> <p>f) LMRC – ONGOING: Phil to call the LCC to find out about a LMRC course. Perhaps Anil can sit in on an NDHQ LMRC meeting to see how they are done. Contact Kevin Foran (President Local 70607). Phil to send an email to Gloria Kelly to see if UNDE can offer an LMRC course.</p> <p>g) Intro to Head Office – CARRY OVER: Rob to accompany Anil to Head Office to introduce him to them.</p> <p>h) CME Golf: Liette spoke to the CO and he reconsidered his decision. All civilians who did not attend the dinner were given the day off.</p> <p>i) Health and Safety Briefings – CARRY OVER: Some managers are giving briefings while others are not.</p> <p>j) Heating and Cooling – CARRY OVER: The Heating and cooling system seems to be better balanced now.</p>	<p>Anil</p> <p>Dawn</p> <p>Phil</p> <p>Rob</p>
4	<p>Misc. Correspondence:</p> <p>a) ONGOING: (KP + HB) Liette received an email saying the hearings should be held by July/August. Liette will continue asking and will follow-up with Marta. (Still on hold)</p> <p>b) ONGOING: Liette has made a memo template to aid in submitting the above paperwork and will be placed on the Union data stick and on the Union laptop. Liette to give Sarah the template to be stored on the data stick.</p> <p>c) CARRY-OVER: New replacement membership cards- Phil to send an email to see if people received their new card.</p> <p>d) Anil has received a Training Schedule from the Canadian Labour Congress.</p>	<p>Liette</p> <p>Liette/Sarah</p> <p>Phil</p>
5	<p>Treasurer’s Report:</p> <p>a) Our large account is earning approx. \$30/month in interest. \$1000 was transferred into this high interest account.</p>	<p>Fab</p>
6	<p>New Business:</p> <p>a) CBA: Kris to send a link to the members. There are 30 demands listed to be presented to the Treasury Board.</p> <p>b) AGM: Sarah needs to book Camsell Hall for a Thursday in</p>	<p>Kris</p> <p>Sarah</p>

	<p>November. It will be a pizza day to try to get as many members as we can. We'll need to starting thinking of an agenda and propose a budget.</p> <p>c) Chain of Command: We should remind members that if they have a problem or concern, they should go up their chain of command (EG-06/07/08) and then to the union. We should also offer to go with them to do this.</p> <p>d) PSAC fall training schedule is now on their website.</p> <p>e) Welcome ppt presentation/union briefing. Liette is to update.</p> <p>f) Shop steward recruitment: Norm has said he is interested in being a shop steward, Liette to give him info and show him the shop steward corner. Liette to speak to Glenn about how it would be a benefit to have a make steward as well as a female steward in order for him to be more likely to give his permission.</p> <p>g) All-clearance card: The union should be on this card. Some people have still been receiving the old card without the union check box.</p> <p>h) Harassment in the workplace: Anil and Liette met with Glenn who reminded them that they have a role to play on the floor. They are to remind people that if they see any incidents, they should do something about it.</p> <p>i) Membership: As we get new members and others leave, Phil should be letting the rest of the executive know, so we can all have up-to date lists and know who should be paying dues, etc.</p>	<p>Anil Fab</p> <p>Liette</p> <p>Liette</p> <p>Anil/Liette</p> <p>Phil</p>

Anil Hayne  
President  
Local 70612

Sarah DiLabio  
Secretary  
Local 70612