UNDE UEDN
PSAC AFPC
612
MCE

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
14th Feb 2008, 12:00 – 13:00 hrs.
615 Booth Street – 3rd Floor Conf Room/Room 251

Present
Brother Anil Hayne, President
Brother Phil Rock, Vice-President
Brother Fabien Cloutier, Treasurer
Sister Liette Desparois, Chief Shop Steward
Sister Amanda Chiprout, Secretary
Brother Norm Proulx, DP Sqn Shop Steward
Brother Chad Wetlafleur, Web Designer

Absent
Brother Derek

Item	Discussion Points	Action/Remarks
1	12:07 - 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: To be brought up again at the pre-triennial meeting. b) Retirement Certificates – We can purchase watches and pins from their store for retirement people. In addition to the certificate. c) Union Exec Job Descriptions – ONGOING: Liette is to write a job description for Chief Shop Steward before the AGM.	 Anil Phil Liette

	d) Web Page Redesign – Chad can see the counter from the control panel but not on the web page itself .Motion passed to add the counter to the web page. e) LMRC – ONGOING: Phil contacted Gloria Kelly to see if UNDE can offer an LMRC course. She said that Zelma will phone when they will have it. Whoever goes on this course will use leave without pay and the union will reimburse you at your daily rate. f) Shop steward recruitment – *Norm Proulx is our new shop steward.* g) LMRC – POSTPONED: some things from the previous minutes need to be discussed again. The pre-LMRC was not scheduled yet. The new LMRC on Feb. 25th/08. h) Privacy in the workplace –DWAN isn't private however you can use a private phone in your supervisor's office or EAP room. Talk to Scott Stec for the key in order to use it.	Chad Phil Liette Anil
4	Misc. Correspondence: a) ONGOING: (KP + HB grievances) (Still on hold) Marta is on French training for 6 months. Liette to ask Anne Bigras if she has an update. Henri Bureau is an AS3 and is awaiting back pay for over three years.	Liette
5	Treasurer's Report: - The deposit is to be made at the end of the month. - We have a $40 interest on the high interest account. - There were a few expenses this month. - We are a couple hundred away from our budget. - Predicting not very much money on courses. - AGM meeting expenses, $60 more than last year but more personnel.	Fab

6	New Business: LMRC: a) ONGOING: Liette to send an email to employees telling them what an LMRC is and show what has happened at previous ones. She will also ask if they have any issues to be considered for the meeting. b) ONGOING: Rob Edmonds appointing OPI for heating and cooling. c) ONGOING: The OC of DP Sqn has mentioned before that it is the responsibility of the EG-06s to take care of the hospitality of their members (sick leave, hospital stay, wedding, child birth, death in family, etc) We should propose a standard to management. This way it doesn't matter which section the employee works in, they will receive the same flowers, donations, cards, etc. The Supervisor will also confirm if the employee wants a care package or visit. d) Water coolers: - the contract states the coolers should be cleaned every month. They have put up signs with the number for Labrador. If the tag isn't filled out when it is/isn't cleaned contact Jean Mark, Jim, or Bob and action them when you see it isn't being cleaned monthly.	Liette Liette
	e) ONGOING: An update is requested on the pneumatic doors in room 251. f) ONGOING: An update is requested on the status of the DP Squadron Sports Day. g) Confirmed that the EG4s are not Sunset. PowerPoint will be updated. h) Anil will action President's meeting. i) *$100 Donation was given to the commissionaires* local. j) If a person is harassed and they don't feel like they were harassed. Someone else cannot call it harassment for them. k) We should be completely ergonomics at our workstations. Mouse, chair and tables. Chairs should be changed every 2-3 years. l) People are being denied supervisor courses. Should tell what courses can take for each level. m) Core working hours	Liette Anil Liette/Phil

Anil Hayne
President
Local 70612

Amanda Chiprout
Secretary
Local 70612