



INTERNAL RELATIONS COMMITTEE MEETING MINUTES

June 28, 2016
1:00 p.m.

Attendance: **Chair:** Sherry Herchak, (Human Resources); Jason Marchand (Human Resources); Kathy Pozihun (VP Administration & Finance); Roy Teniuk (OPSEU); Rob Bell (COPE); Patrick Larin (Schedule II); Glenna Knutson (LUFA); Jack Drewes (IUOE); Mona Amiri (GSA); Laxmi Pathak (CUPE); Jason Freeburn (LUTA);

Guest: Hugh Briggs, Director, Physical Plant

Regrets: Moira McPherson (Provost and VP Academic); Heather Spivak (Unifor); Roman Jakubowski (LUSU);

Recorder: Karen Ramsdale (Human Resources)

1. Approval of the Agenda

Moved by Roy Teniuk that the Agenda be approved.

Seconded by Mona Amiri. All in favour.

Carried

2. Approval of the Minutes of the previous meeting of April 19, 2016

Moved by Glenna Knutson that the Minutes be approved.

Seconded by Rob Bell. All in favour.

Carried

3. Co-Gen Presentation – Hugh Briggs

Hugh Briggs spoke to the Committee regarding the Co-Generation Project. Co-Gen means the use of one fuel (natural gas) that results in two outputs (electricity and heat). This project would generate these for the University's use only and can handle 75-80% of base electrical needs. In the event of a power outage in Thunder Bay, the University can "island" itself and not be affected. He noted there would benefit for the City as well.

TBRHSC started their Co-Gen project in December and it is going well.

Payback is approximately eight years and up to 40% of the cost is covered through grants.

Glenna asked if in addition to the costs to set up, is there an immediate cost saving? Hugh responded that they estimate a \$1.2M in electrical savings per year.

Roy commented that the price of gas is increasing and wondered how this would affect costs. Hugh responded that the price of gas is cheap now and Lakehead buys its gas supply five years in advance so the gas and supply prices are guaranteed for that period.

Patrick asked how large the unit would be. Hugh replied that the unit will fit inside the powerhouse after the removal of at least one of the abandoned steam units. The stacks will be removed and the electrical switch gears will be renewed.

Jason Freeburn asked where the 40% in grants is coming from. Hugh indicated it comes from the Independent Electrical System Operators (IESO).

Before leaving, Hugh remarked that he will update the Committee as the project progresses.

4. Business Arising from the Minutes

- 4.1 Glenna asked about the \$18M request for funding for the CASES project. Kathy responded that they have not heard yet but are expecting a response next week.
- 4.2 Jack asked if the Consultant's Report for Physical Plant is ready. Kathy indicated that a meeting is taking place tomorrow and the final report will be available shortly thereafter.
- 4.3 Roy ask about the TSC Consultant's Report but was told there is still lots of work to do on it yet before it is finalized.

Questions for Senior Administration

- 4.4 Glenna asked about retirement counselling for faculty members. A name was given to Jason Marchand for follow-up.
- 4.5 Jack noted that the radios on campus are getting old and questioned whether this is a Health & Safety issue and wondered if having cell phones would be better than these radios. Jack said that Security officers use their personal cell phones to contact maintenance during emergencies. Kathy responded that if an employee requires a cell phones for their job, the University will provide a partial reimbursement towards their monthly fee (situation specific). She recommended Jack ask his supervisor about this.

5. Round Table Discussion

- 5.1 Mona Amiri (GSA) – no report.
- 5.2 Glenna Knutson (LUFA) – spoke about the issue with employees being charged for life insurance beyond the age cut-off dates. Employees were notified that they would be receiving refunds, however LUFA is seeking legal advice in this regard. If other employee groups would like information on this, Glenna suggested that they contact Lorie Forbes.
- 5.3 Roy Teniuk (OPSEU) – Roy provided a handout which provided information on TSC employee positions to help understand the work they perform (attached). There are 35 people in their union group. There is one person in Orillia who does most of the tasks.

Jason Freeburn ask what professional development funds are available for their training. Roy responded that there is no specific amount of money for training that he is aware of but it happens on an identified basis. Most members have certifications and maintain them.

- 5.4 Jack Drewes (IUOE) – Further to Roy's report, Jack shared specifics on the amount of education and training required to become a Master Electrician. He reported that our electricians are licensed.
- 5.5 Rob Bell (COPE) – Meetings taking place with HR regarding job evaluations. Last Tuesday was COPE day on campus and free butter tarts and coffee were available to LU employees.
- 5.6 Laxmi Pathak (CUPE) – no report.
- 5.7 Jason Freeburn (LUTA) – no report.
- 5.8 Patrick Larin (Schedule II) – Patrick reported that an executive planning meeting was held last week. They are focusing on employee health & wellness and looked at what initiatives are available.
- 5.9 Kathy Pozihun (Senior Administration) – The One-Stop Service Centre has received approval of the Board of Governors. There will be significant construction over the next year. Student Affairs and Aboriginal Initiatives will be vacating their offices and asbestos abatement and a complete renovation will be undertaken on that wing.

In order to accommodate the construction, several temporary moves are taking place:

- Vice Provost Student Affairs moving to CEDL office in ATAC;
- CEDL moving to the Library;
- Chaplain, Ombudsperson the new Human Rights & Equity Officer are moving to the old web services area near LUSU above security where they will be located for a month or so before moving to ATAC with the Vice Provost Student Affairs;
- Student Awards & Financial Aid moved to the former Student Health & Counselling office;
- Aboriginal Initiatives moved to the area formerly used by Student Awards & Financial Aid;
- Enrolment Services – over the next month or so will split their office between Student Awards & Financial Aid and the old Junction space.

Glenna asked why the Chaplain, Ombudsperson and Human Rights and Equity Officer are moving for such a short period. Kathy responded that their former space is required right now and their area in ATAC with the VPSA will be ready within the next month or two.

Kathy informed the Committee that there will be regular updates in the Communications Bulletin regarding the moves.

The ELP and International Student Centre plans will be presented to the Board of Governors for approval this week. This will see the ELP move from the Faculty of Law Building to the ground floor of the Library. This project must be complete by this

September. The International offices at 1294 Balmoral will be relocated to the Library as well.

Searches

- Bernie Blake left last week and Andrew Brigham is the Acting CIO of TSC. The search for the new CIO is well underway. The University has hired an outside firm to conduct the search.
- The University is close to announcing the new Vice Provost Institutional Planning and Analysis.
- Michel Bédard has been appointed the Dean of Health & Behavioural Science.
- The search for the Dean of Science and Environmental Studies is ongoing.
- The search for the Vice Provost International is also ongoing.

Kathy reported that there is currently a group at the University that will be creating a virtual tour of our campus. Kathy sent kudos to the grounds department for their work to beautify the campus for this project.

Kathy also praised the trades, housekeeping and maintenance crews for repairs done following the significant damage to campus from the recent heavy rains.

The Tuition Waiver Policy for employees has been updated. Patrick asked if there was a moratorium on taking classes during the day. Kathy told him that it is up to the employee's supervisor.

5.10 Jason Marchand (HR) – Changes to the Harassment and Discrimination Policy are underway and must be completed by December 2016.

HR is looking to work with the Schedule II executive group to expand and broaden health and wellness for employees as an organization on campus.

Bargaining is ongoing with several units.

Jason Freeburn asked if the compensatory adjustment letters have been done yet. Jason responded that they are not complete but an adjustment of 1% for non-union employees plus step increases will take place effective July 1.

6. Other Business

There was no other business.

Sherry indicated that the July 15 meeting may not take place due to vacations and scheduling. A notice will be circulated to committee members if such is the case.

7. Motion to Adjourn at 2:05 p.m.

Moved by Jason Freeburn.

Seconded by Laxmi Pathak. All in Favour.

Carried