

**HSC NURSES**

**M.N.U. LOCAL 10**

**2012**

**ANNUAL GENERAL**

**MEETING**

**MARCH 14<sup>TH</sup>, 2013**



Health Sciences Centre MNU Local 10  
2012 Annual Meeting  
March 14<sup>th</sup>, 2013

## **2012 LOCAL 10 EXECUTIVE**

<i>President</i>	Lynda Liebrecht
<i>Vice-President</i>	Shelley Trapp-Armstrong
<i>Secretary/Treasurer</i>	Susan Morrisseau
<i>MNU Board Member</i>	Kim Fraser
<i>MNU Board Member</i>	Lana Penner
<i>PCBC Rep</i>	Lana Penner
<b><u>Centre Reps</u></b>	
<i>Women's Rep</i>	Lydia Danilis
<i>Children's Rep</i>	Connie Kamara
<i>Anne Thomas Rep</i>	Jo-Anne Desjarlais
<i>Psych Health Rep</i>	Daryl Croft
<i>General/Rehab Rep</i>	Anne Boyd

## **COMMITTEE MEMBERS**

### **Labour Education Committee**

Shelley Trapp-Armstrong  
Jan Kozubal  
Rebecca Thompson  
Susan Morrisseau

### **Finance Committee**

Susan Morrisseau  
Connie Kamara  
Jan Kozubal

# NOMINATIONS UPDATE

IN BY ACCLAMATION

<b>VICE PRESIDENT</b>	<b><u>Shelley Trapp-Armstrong</u></b>
<b>SECRETARY/TREASURER</b>	<b><u>Susan Morriseau</u></b>
<b>MNU BOARD REPRESENTATIVE</b>	<b><u>Lana Penner</u></b>
<b>WOMENS CENTRE REP</b>	<b><u>Lydia Danilis</u></b>
<b>ANNE THOMAS REP</b>	<b><u>Jo-Anne Desjarlais</u></b>

## **VOTING DELEGATES FOR NEXT YEARS PROVINCIAL AGM**

President, Shelley Trapp-Armstrong, Susan Morriseau, General Rep, Lydia Danilis, Childrens Rep, Jo-Anne Desjarlais, Psych Rep, Cheryl Lange, Audrey Weiss, Amber Paziuk, Rebecca Thiessen, Jane Stone, Barb Coelho, Lorna Wirt, Debra Burda

## **POSITIONS OPEN FOR ELECTION**

**ONE (1) LABOUR EDUCATION COM. REP**

**ONE (1) FINANCE COMMITTEE MEMBER**

**FOUR (4) ALTERNATE VOTING DELEGATES FOR THIS YEARS PROVINCIAL AGM**

**TWENTY TWO (22) VOTING DELEGATES FOR NEXT YEARS PROV. AGM**

Health Sciences Centre MNU Local 10  
2012 Annual Meeting  
March 14<sup>th</sup>, 2013

## **RULES**

**RULE 1. ORDER OF BUSINESS**

THE ORDER OF BUSINESS SHALL BE ADOPTED BY A MAJORITY VOTE AND MAY BE AMENDED DURING THE MEETING BY MAJORITY VOTE.

**RULE 2. SCRUTINEERS**

PERSONS APPROVED AT THE ANNUAL MEETING SHALL ACT AS SCRUTINEERS AND SHALL COUNT ALL BALLOTS OR HAND VOTES REQUIRING A COUNTED VOTE.

**RULE 3. PROCEDURE**

PROCEDURE SHALL BE IN ACCORDANCE WITH MNU LOCAL 10 CONSTITUTION. IF ANY PROCEDURAL MATTER IS BROUGHT INTO ISSUE AT ANY MEETING OF THE LOCAL, THE CURRENT ISSUE OF "ROBERT'S RULES OF ORDER" SHALL PREVAIL.

**RULE 4. MOTIONS AND DEBATE**

MEMBERS MAY SPEAK ONLY ONCE TO ANY GIVEN RESOLUTION OR MOTION. DEBATE IS LIMITED TO THREE (3) MINUTES PER SPEAKER, UNLESS DEVIATION TO THIS RULE IS GRANTED BY THE ASSEMBLY. MEMBERS WISHING TO SPEAK SHALL GO TO A MICROPHONE, ADDRESS THE CHAIR, AND IDENTITY THEMSELVES BY NAME BEFORE SPEAKING. ALL MOTIONS AND ANY AMENDMENTS TO MOTIONS MUST BE WRITTEN ON MOTION FORMS PROVIDED AND FORWARDED TO THE CHAIR.

**RULE 5. DECORUM**

DURING DISCUSSION OF MOTIONS, VOTING AND ELECTIONS, MEMBERS ARE REQUESTED TO REMAIN IN THE ROOM.

**RULE 6. NOMINATIONS FROM THE FLOOR**

ARTICLE 10.04 "IF NO PERSON HAS BEEN NOMINATED TO A POSITION OR POSITIONS, NOMINATIONS IN WRITING WILL BE ACCEPTED AT THE ANNUAL MEETING PRIOR TO START OF THE BUSINESS SESSION". EACH CANDIDATE SO NOMINATED SHALL BE ALLOWED TO ADDRESS THE ASSEMBLY FOR NO MORE THAN TWO (2) MINUTES.

**RULE 7. ELECTIONS**

ELECTIONS SHALL BE BY SECRET BALLOT OR A SHOW OF HANDS.

**RULE 8. PROXY VOTES**

PROXY VOTES SHALL BE COUNTED FOR THE PURPOSE OF ELECTIONS ONLY. IN ACCORDANCE WITH LOCAL 10 CONSTITUTION SECTION 10.05 "THE LOCAL MAY HAVE A VOTING DAY OF ADEQUATE HOURS TO ALLOW ALL MEMBERS THE OPPORTUNITY TO VOTE. THE TIME AND DATE OF THIS VOTE WOULD BE DETERMINED BY THE LOCAL EXECUTIVE COMMITTEE. IF ALL DAY VOTING OCCURS THERE WOULD BE NO OPTION FOR PROXY VOTING. IF THE ABOVE IS ADOPTED BY THE LOCAL THE FOLLOWING WOULD OCCUR: A MEMBER WHO IS UNABLE TO ATTEND THE ANNUAL MEETING ONLY BY REASON OF BEING ON DUTY MAY APPOINT ANOTHER MEMBER AS HIS/HER PROXY, PROVIDED THAT NO MEMBER SHALL HOLD MORE THAN TWO (2) PROXIES. THE PROXY MUST BE COMPLETED AND ORIGINALLY SIGNED BY THE MEMBER WHO IS WORKING, INDICATING WHICH MEMBER HE/SHE IS ASSIGNING THE PROXY TO".

## AGENDA

- 1.0 CALL TO ORDER
  - 2.0 WELCOMING REMARKS
  - 3.0 INTRODUCTION OF LOCAL EXECUTIVE
  - 4.0 APPROVAL OF CREDENTIALS
  - Moment of silence for our sisters and brothers who have passed away in the last year.*
  - 5.0 ADOPTION AND APPROVAL OF AGENDA Pg. 4
  - 6.0 APPROVAL OF RULES OF PROCEDURE OF THE ANNUAL MEETING Pg. 3
  - 7.0 APPROVAL OF SCRUTINEERS
  - 8.0 GUEST SPEAKER – SANDI MOWAT
  - 9.0 MINUTES
    - 9.1 APPROVAL OF 2011 ANNUAL GENERAL MEETING MINUTES
    - 9.2 MINUTE APPROVING COMMITTEE FOR 2012 MINUTES
  - 10.0 SECRETARY/TREASURERS REPORT Pg. 9,10  
AUDITORS REPORT
- MOTION #1**  
TO ADOPT THE 2012 FINANCIAL STATEMENTS AS AUDITED BY R T ROBERT CERTIFIED GENERAL ACCOUNTANT PROFESSIONAL CORPORATION  
**MOVED BY:** The Finance Committee
- MOTION #2**  
TO APPOINT R. T. ROBERT CERTIFIED GENERAL ACCOUNTS PROFESSIONAL CORPORATION AS AUDITOR FOR THE LOCAL 10 2013 FISCAL YEAR.  
**MOVED BY:** The Finance Committee
- MOTION #3**  
TO ADOPT THE 2013 AMENDED GLOBAL BUDGET AS PRESENTED.  
**MOVED BY:** The Finance Committee
- MOTION #4**  
TO ADOPT THE 2014 PROPOSED GLOBAL BUDGET AS PRESENTED.  
**MOVED BY:** The Finance Committee
- MOTION #5**  
TO ADOPT THE EDUCATION TRUST FUND 2012, FINANCIAL STATEMENTS AS AUDITED BY R T ROBERT CERTIFIED GENERAL ACCOUNTANT PROFESSIONAL CORPORATION.  
**MOVED BY:** THE EDUCATION TRUST FUND
- MOTION #6**  
TO APPOINT R. T. ROBERT CERTIFIED GENERAL ACCOUNTS PROFESSIONAL CORPORATION AS AUDITOR FOR THE EDUCATION TRUST FUND 2013 FISCAL YEAR.  
**MOVED BY:** THE EDUCATION TRUST FUND
- 11.0 ELECTION RESULTS (IN BY ACCLAMATION) Pg. 2
  - 12.0 NOMINATIONS FOR UNFILLED POSITIONS Pg. 2
  - 13.0 REPORTS
    - 13.1 PRESIDENT'S REPORT Pg. 5,6
    - 13.2 VICE PRESIDENT'S REPORT Pg. 7,8
    - 13.3 MNU BOARD REPORT Pg. 11
    - 13.4 PCBC REPORT Pg. 10
    - 13.5 CENTRE UNION REPS
      - i) GENERAL CENTRE/REHAB Pg. 13
      - ii) WOMEN'S CENTRE Pg. 12
      - iii) CHILDREN'S Pg. 11
      - iv) PSYCH HEALTH Pg. 13
      - v) ANNE THOMAS Pg. 14
    - 13.6 EDUCATION TRUST FUND REPORT Pg. 10
  - 14.0 NEW BUSINESS/ANNOUNCEMENTS
  - 15.0 ADJOURNMENT



PRESIDENTS REPORT 2013

Submitted by: *Lynda Liebrecht*

Once again another Year has come and gone and the office activity continues to increase. We have been in our office at 770 Notre Dame for two years, and occasionally, we still have nurses calling and saying that they went to 653 William and no one was there. The office hours are from 8-4 however, I am usually in the office by 7:20 a.m. to pick up messages and or to meet with nurses that are coming off from their night shift and have questions. A change that has occurred since May 1, 2012 is that the Vice-Presidents position is now a fulltime position which will allow for better service to our members.

Local 10 is very fortunate that we have five (5) Center Reps on the Executive, representing every Unit in HSC. These Representatives follow-up when concerns are brought forward to the Union to make sure that our members know they are being heard.

As most staff is aware, HSC continues to evolve with physical changes such as: admitting being relocated to the Anne Thomas entrance; the ER Front End Project; construction of the Women's Hospital and the building of the new Hotel.

There are some Units within HSC that have under gone changes. One of them being MS3 is now a 24 hour Unit. IMCN has opened a Satellite Unit in the old Children's Day Surgery Unit. The Pediatric Day Unit/ Day Surgery Unit amalgamation is no longer going to be happening. There has been one Program transfer in 2012.

There are many Units within HSC that are struggling to provide safe patient care due to staff shortages, inequity between Senior and Junior ratio's, Managers not filling vacant shifts or vacant positions not being filled in order to meet budgets. When staff brings their concerns forward to the Manager, they often feel they are not being heard or have not been heard. In cases where this has occurred, the Local meets with the staff at our office to hear their concerns, find solutions and then Local 10 will meet with Management to try to resolve the issues. We have been able to work with both sides with success.

There will always be ongoing challenges in the workplace. Our role is to support our members to make sure that they are able to give the best possible care to their patients. If you are on a Unit that is struggling, please call the office so that we may meet and help to resolve any issues.

There have been many Units that have or are going through rotational changes. If you feel that your rotation is inequitable please call the office.

As you know Children's declared a state of Emergency because of the increase in Pediatric patients with the flu and RSV, and therefore invoked Article 10 on January 10, 2013. Subsequently, Article 10 was cancelled January 21, 2013. Article 10 is an Emergency or Disaster which directly affects the safety or wellbeing of patients in the facility and is on page 12 of the Collective Agreement.

Although we have been able to solve some of the issues that impact our members, there is still a lot more to do and I feel that by keeping these issues at the forefront we will over time make HSC a place that nurses will want to come and work.

Local Outreach



We held our second annual Hot Dog Day on September 13, 2012 and over 220 nurses were able to get away from their Unit to enjoy a Hot Dog, Chips, drink and a cookie. Hot Dog Day was established as a means for us to say thank you to our members and to let people know who their MNU Executive is so they can put a face to the name.

This past October Provincial MNU President, Sandi Mowat toured our Facility over 3 days and was very well received. As Sandi is an HSC Nurse it was sort of a home-coming as many friends have been made over the years. Unfortunately, many of the Units toured were very busy and nurses did not have the time to ask Sandi questions. Sandi has made touring all regions in Manitoba an annual event and hopefully our members will have chance to speak with her next time.

# Grievances

Grievances are filed due to actions of the Employer that do not follow the Collective Agreement. In 2012 the Local saw an increase in the number of grievances filed, and we continue to work with Human Resources to resolve them before they go to Arbitration.

## Grievance Breakdown

2007 – one (1) ongoing

2010 – two (2) ongoing

- Stat time vs Sick time which is being referred to Negotiations to achieve a better language
- Master Rotation, hopeful that Management will work with MNU to resolve the issue of unfair and inequitable Master Rotations.

2011 – eleven (11): one (1) ongoing; one (1) going to Arbitration for which MNU is waiting for dates; nine (9) resolved

2012 – twelve (12): eight (8) ongoing; four (4) resolved

Grievances have been filed regarding Respectful Workplace complaints and the delay in processing the complaints. In some cases it has taken up to 9 months to resolve.

Grievances have also been filed related to Payroll errors that are still ongoing.

# Committees

## Nursing Advisory Committee (NAC)

NAC is a joint committee in which both Management and Union meet bi-monthly to discuss and resolve issues that prevent Nurses from providing safe patient care under the Standards of Practice from the Colleges. Nursing workloads are a very important piece to NAC as they track the staffing levels and the ability for Nurses to do their jobs in a safe manner.

Some of the topics discussed this year included: endoscopy, secondment of relief staff, additional available shifts, concerns brought forward by Units regarding staffing levels and safe patient care, VRE and nursing have to complete check list q shift, Children's OR, Adult ER, GH4 Hob's Unit and rotations.

## Regional Nursing Advisory Committee (RNAC)

The RNAC comprise the Winnipeg Local Presidents and Management from Facilities across the Winnipeg Region. Many of the issues that cannot be resolved at the Local NAC level or issues that have Regional implications come to RNAC for discussion and resolution. Some issues included conscious sedation, emergency, staffing shortages, security, program transfers and bed management.

## MNU Management Committee

This committee meets bi-monthly and consists of eight (8) representatives, four (4) Union members and four (4) from Management. The focus of this committee is to meet and discuss issues related to working environment and is outside the scope of the Nursing Advisory Committee. Some of these issues that have been discussed are: endoscopy, critical incidents, partial leaves for teaching purposes, mandatory overtime, travel policy, and other policies that may affect patient care.

## Staff Management Council

This is a joint committee in which all Unions working within HSC and Management meet to discuss global issues that pertain to working conditions at HSC. Items that have been discussed at this forum are security, safe patient handling protocols, food services, attendance management program, program transfers and respectful workplace issues.

In closing I would like to thank all the Center Reps, Unit Reps, the executive, my Vice-president and Sandra Moffat our Administrative Assistant for the dedication to giving Local 10 the ability to serve our 2200 members that work at HSC.

Thank you to all Nurses who work at HSC for coming into work each day and providing the safest patient care possible, you are very much appreciated even though some times the words are not spoken out loud.



**VICE PRESIDENTS REPORT 2013**

Submitted by: *Shelley Trapp-Armstrong*

The time of the year is upon us again to complete our Annual General Reports. I hope everyone has enjoyed the time with family and friends during the recent holiday season.

Our membership has been utilizing the services of our Local office. In my report I will share some of the services provided.

My role as a full-time Vice-President this last year has been very productive. The following are the highlights of my past year.

**Attendance Support Assistance Program**

The Local office continues to field calls about this program. Nurses are having their absenteeism brought to their attention. There have been several graduates from the program this year. The nurses have worked very hard at improving their attendance at work and reducing their absences below the 6 % comparator group.

Our role is to support our members in their strategies to attend work on a regular basis. Please call the office if you are on this program and are requiring our assistance.

**Labour Education Committee**

This committee has held several meetings through the year. The team of Susan Morrisseau, Rebecca Thompson, Jan Kozubal, and myself have been preparing to host the Labour Education Day "Nurses Keeping You Safe and Free of Abuse". This Education Day will be April 10, 2013. Please contact the office for an application. We look forward to seeing you there.

Other education sessions this year included "Retirement in a Nutshell" by Labour Relations Officer Bob Romphf. His newest presentation is always well attended. There was several Vacation Planning sessions also held this past January. As the Local recognizes how important vacation is to each of us we want to encourage members to call the office throughout the vacation selection process.

I had the pleasure to orientate six colleagues as new Unit Representatives. These colleagues are taking on these responsibilities so their co-workers are informed of the activities of the Local. I want to thank all of our current Unit Reps and I want to welcome the new Unit Reps taking on this new roll. If anyone is interested in this role call the Local office and we will provide you with more details. We look forward to working to support our front line Unit Representatives.

**Disability Management Program**

This program has seen growth again this year. Health Sciences Centre now has 3 full time disability management co-ordinators.

Our nurses appreciate the support they receive during their process. The Union's priority remains diligent to get the injured nurse back on their original unit.

Local 10 wants nurses to call the office as soon as they go on a Leave of Absence. I want to support you starting with your benefit application through to the completion of your return to work program.



### **Joint Workplace Safety and Health Committee**

This program has changed over this past year. The Senior Joint Workplace Safety and Health Committee disbanded in June 2012. The new structure will now consist of 12 new sub-committees which represent the 12 different buildings that make up the complex of the Health Sciences Centre. The nursing portfolio is represented on each of these committees. The smaller buildings have one MNU member and the largest committee having 4 MNU members. These committees continue to become more efficient and accountable under the legislation and Workplace Safety & Health Act. The committees are ensuring the workers have a safer working environment. I would like to thank the efforts of the MNU members who have agreed to work with these new committees as they develop. If you are interested to be an alternate for these committees please contact our office.

### **Orientation Program**

The new hires orientation program is one of my favorite parts of the VP portfolio. It consists of a power point presentation educating our newest members about the role of the Union. The interactive presentation is well received by the attendees. My goal has always been to ensure they are aware of their rights within the Collective Agreement. Other topics covered include vacation, funding for continued education, the attendance support assistance program, and a general information package given to each attendee.

### **Nursing Workload Staffing Reports**

The nursing workload staffing reports received into the Local 10 office in 2012 were as follows:

Anne Thomas- 59	Received 55 in 2011
General-35	Received 42 in 2011
Rehab -6	Received 5 in 2011
Children's-60	Received 32 in 2011
Psych Health -3	Received 5 in 2011
Women's -68	Received 46 in 2011

These reports assist the Union to identify areas where nurses are trying to do their best to provide the highest quality of care for their patients with limited resources at times. The Union recognizes these statistics listed above are most likely under-reported. I hear our members often asking for a better form or when will it be an electronic version we can fill out on-line? Our Provincial organization continues to try and address these concerns and a committee is working to improve this tool for our members.

The success I have shared over these last three years has been done with the collaboration of people who provide leadership to our Local. I have had the pleasure to work with our President, Lynda Liebrecht everyday in the office. Our Labour Relations Officer, Leona Barrett continues to provide direction and guidance when the difficult situations arise and I am very lucky to have had the opportunity to learn from both of them. They always have the best interests of our members when representing the members of Local 10.

Our office and Education Trust Fund have the professional organization talents provided by Sandra Moffat. Sandra's creativity is seen in many of the posters of information sent from our Office. She also keeps our Local Website up to date. Her office work is often taken for granted. The words "thank-you" is not enough to express my gratefulness for Sandra's contributions, but in Annual Reports it is all I can say.

The Local 10 Executive committee members have worked hard to represent our membership and lead us with strong Union activism. Thank you to each of you for your individual contributions over this past year. Please get to know who your Executive is, as we all work for you. I would appreciate your evaluation of the services the Office strives to provide. I would like to improve in areas identified by the members.

I wish you all the best for 2013 in your health and profession as we all strive to provide the highest quality of care for the patients of the Health Sciences Centre.

In solidarity, Shelley Trapp-Armstrong



# 2012 SECRETARY/TREASURER REPORT

2012 was a year of change. We changed our Executive Meetings from two to three hours monthly, to an All-day meeting format. We had our first one in June, followed by one in September, which we combined with our Annual Strategic Planning Session. Our last one of 2012 was held in November. The all day format gives us more time to discuss important matters and allows for input by everyone. It also allows for more time to bring in special guests, such as our Investment Advisor/Representative, who can then give information and advice during their normal working day. The all day meeting will cost the Local more for the salary replacement of the attendees. The rationale for the change is that an all day Executive Committee meeting will be more productive and make for a more informed decision making process.

Our Monthly meetings were usually 2 to 3 hours in length, and it was becoming increasingly difficult to find a day when everyone could attend. How will this change, impact our budget and your dues, you may ask? Well the hit on the budget is approximately \$15,000.00 for 2013 and \$16,000.00 for 2014. Your dues **WILL NOT** increase because of the changes we have made. The monies will come from our Savings/Investments, and you will see this reflected in Revenues as a new line.

In our 2013 Budget, Revenues have been amended to more accurately reflect the revenue we receive, in the form of interest, on our deposits/investments. On the Expense side, we have increased costs for Executive Committee Meetings, as well as Salary increases for the President, Vice-President and our Administrative Assistant. Hourly pay rate increases went into effect January 1, 2013. As well, we have budgeted for slight increases in the President and Vice President Salaries in anticipation of a negotiated increase in hourly pay rates through the collective bargaining process. In 2012 our expenses were more than we had budgeted in several areas. We purchased new telephones with headsets. We also shared the cost with the landlord on

new security shades which were installed on the door and windows. We entered into a new lease agreement on a copier that will save us money in future years. The change cost us more initially because we had to pay the cost of shipping/returning the old copier to the other leasing company.

We have held the line on Local Dues for the 2013 Amended and 2014 Proposed Budgets but have budgeted for more dues paying members.

For 2013 we have increased the estimated number of dues paying members by 25 and for 2014 by another 20 to more accurately reflect the number of members we receive dues from in each pay period.

Another change that we made in 2012 was a change in Auditing Firms. This change was made for a few reasons. The major reason for the change was that it was felt that a smaller firm could give us more personable service at a more predictable cost. The 2011 Audit cost in excess of \$8,000.00! The estimated total cost for our 2012 Audit is \$5250.00 We look forward to a healthy working relationship with R.T. Robert Certified General Accountant, Professional Corporation.

The Finance Committee meets every Fall to review our Budget predictions, our investments and financial strategies, to ensure that we continue to operate within our means. I would like to extend my thanks to the members of the Finance committee; Jan Kozubal, Connie Kamara, and Lynda Liebrecht for their hard work and commitment.

Last I would like to thank our Administrative Assistant, Sandra Moffat, who does a great job of keeping us on track, organized, and maintains our Local 10 website. Over the years she has become a valued friend. THANKS SANDRA for all that you do!

Respectfully submitted, Susan Morrisseau

## MNU LOCAL 10 GLOBAL BUDGET

REVENUE	2013 PROPOSED	2013 AMENDED	2014 PROPOSED
Local Portion of Dues	317,685.00	317,685.00	320,675.00
Pres. Salary Refund	34,400.00	34,400.00	35,400.00
Interest on Deposits	8,500.00	5,000.00	5,000.00
From Savings		15,000.00	19,000.00
<b>TOTAL REVENUE</b>	<b>360,585.00</b>	<b>372,085.00</b>	<b>380,075.00</b>
<b>EXPENSES</b>	<b>2013 PROPOSED</b>	<b>2013 AMENDED</b>	<b>2014 PROPOSED</b>
Office Costs	52,625.00	50,135.00	50,935.00
Dem/Membership	25,150.00	37,900.00	39,500.00
Admin/Support	277,860.00	273,910.00	281,150.00
Funds (strike/cfnu/sev)	7,750.00	7,750.00	7,850.00
<b>TOTAL EXPENSES</b>	<b>363,385.00</b>	<b>369,695.00</b>	<b>379,435.00</b>
<b>NET INCOME/(LOSS)</b>	<b>(2,800.00)</b>	<b>2,390.00</b>	<b>640.00</b>

**MOTION #1**

To Adopt The Local 10 2012 Financial Statements As Audited By R. T. Robert Certified General Accountants Professional Corporation.

**MOVED BY:** The Finance Committee

**MOTION #2**

To Appoint R. T. Robert Certified General Accounts Professional Corporation As Auditor for the 2013 Fiscal Year.

**MOVED BY:** The Finance Committee

**MOTION #3**

To Adopt the 2013 Amended Global Budget As Presented.

**MOVED BY:** The Finance Committee

**MOTION #4**

To Adopt the 2014 Proposed Global Budget As Presented.

**MOVED BY:** The Finance Committee

**EDUCATION TRUST FUND**

The Education Trust Fund (ETF) was established in 1979 to support the ongoing continuing education activities of members of MNU Local 10. The monies used were from the accumulated rebate from the then Unemployment Insurance Commission. Upon yearly application by the Health Sciences Centre, these rebates continue to be part of the ongoing source of funding for the ETF.

The ETF is administered by a Board of Trustees which includes Lynda Liebrecht, Shelley Trapp-Armstrong, Cherie Pinkerton, Sheila Levin and Administrator, Linda Newton. Cathy Woloshyn tendered her resignation and was thanked for her ongoing support of the mandate of the ETF. A new member will be appointed this year. The Board meets 3 times per year for the purpose of disbursements. Members may receive funding for continuing education activities, university courses and specialty certification. Information about funding guidelines and application forms may be found on the Local 10 website, [www.mnu10.ca](http://www.mnu10.ca).

Linda Newton, Administrator

**MOTION #5**

TO ADOPT THE EDUCATION TRUST FUND 2012, FINANCIAL STATEMENTS AS AUDITED BY R. T. ROBERT CERTIFIED GENERAL ACCOUNTS PROFESSIONAL CORPORATION.

**MOVED BY:** THE EDUCATION TRUST FUND

**MOTION #6**

TO APPOINT R. T. ROBERT CERTIFIED GENERAL ACCOUNTS PROFESSIONAL CORPORATION AS AUDITOR FOR THE EDUCATION TRUST FUND 2013 FISCAL YEAR.

**MOVED BY:** THE EDUCATION TRUST FUND

**PROVINCIAL COLLECTIVE BARGAINING COMMITTEE REPRESENTATIVE (PCBC)**

So our contract nears its end, and the negotiations process has actually already begun. As you are likely aware, MNU's bargaining conference was held in December, and also as you may already be aware, MNU is as usual always prepared and preparing!! March 31<sup>st</sup> is the last day of our Collective Agreement, but the existing Collective Agreement is used as standard until a new agreement has been reached. PCBC and the Labour Secretariat will work together to have another agreement likely starting face to face meetings in February or March. I have no illusions that this will be an easy task. The economy is still weak globally and the Manitoba

Government will likely tell us the coffers are empty. We will work until we have the best Collective Agreement that we can present to our members based on the information gleaned from the surveys completed last year. Please watch the MNU's website as well as Local 10's site for updates in the process. PCBC has been working diligently; you can meet all of us in MNU's publication sent to homes in January. PCBC has met several times in preparation of proposals, in reviewing surveys and discussing contractual language changes and additions. We are eager to begin face to face meetings and really get to work!!

YOURS in solidarity *Lana Penner*, PCBC 2013

## BOARD REPORT

The MNU Board of Directors held five meetings in 2012. The past year was busy, as always, with grievances, arbitrations. The Board Committees were also very busy again. PCBC is again getting ready to bargain. The announcement of the amalgamations Regional Health Authorities meant that Governance and Structure would meet to see what it means for MNU. A Presentation of the results of this committees work will be presented at the meeting.

### Annual Meeting

The 37<sup>th</sup> AGM was held at the Victoria Inn. Approximately 500 delegates participated in the discussion and decision making, about the same in attendance as last year. We had many presentations, one by Operation Walk in which several nurses presented about their plans to be part of this worthwhile cause. It was featured in the Winnipeg Free Press late last year!! Our Education Day was focused on Nurse Patient Ratio's; this provided us with some more information on this evolving topic. Food for thought about our future workload issues.

### Board Activity

President Sandi Mowat has been busy with the usual business of representing nurses across Manitoba, but also with touring the province and meeting the nurses. Sandi also represents the nurses of Manitoba when meeting with other provincial union leaders at CFNU and when speaking with political leaders here at home.

Labour School was held in Gimli in September. Once again this year we had many first time attendees and student nurses who are eager for information. This year we also had many internationally educated nurses attend. As always, the classes were informative and fun. The Education Committee is always evaluating the courses offered to ensure that the topics remain pertinent to all nurses. Labour School will be held in Winnipeg for 2013.

Finally, we would like to thank all Local 10 members for their support over the last year. Special thanks to our President, Lynda Liebrecht and Vice-President Shelly Trapp-Armstrong

and all the local executive members. Without their continued support, advice and expertise we wouldn't have been able to accurately represent the nurses at HSC.

Submitted by *Kim Fraser* and *Lana Penner*

## CHILDRENS CENTRE REPORT

I have enjoyed this year being on the Executive and the Finance committee. Having 3-4 all day Executive meetings during the year seems to be working well in keeping us informed of the issues at HSC. Children's Hospital has definitely been a major issue since bronchiolitis season started. November and December were very busy with the wards and the ICU's being near filled to capacity. January however was the ultimate in history making. T1 had to close to new admissions and they opened the new satellite nursery on MS3 earlier than projected. PICU opened new beds in the burn unit and staff were expected to pickup extra and over-time shifts. Staff from other wards with previous PICU experience was floated to PICU. Article #10 of the contract was used to adequately staff the hospital. Thankfully we did not have to cancel vacations.

I would like to give heartfelt thanks to all the staff for their hard work and dedication in helping Children's Hospital through this crisis. The wards are still busy and often quite full but it is much more manageable now.

One of the issues which came up on MNU's walkabout in the fall and is now being discussed at MNU/Management meeting is the inadequate number of beds for Child and Adolescent mental health patients. With many young people in crisis there is a flow problem especially on weekends. There are few community supports so the pts are admitted to the wards. Because of the large numbers, they are divided among all the wards even surgery. This has resulted in surgeries being cancelled and delayed treatment and intervention as the staff are not trained to deal with this type of patient. The cost for constant attendants is great. The Child & Adolescent Team is working on fixing the problem and the Union will keep note of the progress.

Other issues that have been dealt with this year are Day Surgery/PDU units, OR/PACU only having a temporary unit manager and there are a few grievances from within Children's.

Thank You for allowing me to be your rep and I am open to your comments and concerns any time.

Respectfully,  
Connie Kamara

# Womens Centre Report

Submitted by: Lydia Danilis

Hello everyone! My name is Lydia Danilis and I just recently accepted the position of Union Centre Rep for the Women's Hospital. Prior to this I was the Unit Rep for LA2 High Risk Maternity at Women's Hospital for two years. I am excited to get started in this new role and have the opportunity to learn more about our Union.

I would like to start by letting you know a bit about myself. I have been a nurse for just over three years. I graduated from the joint baccalaureate program of Red River/University of Manitoba nursing program in 2010. My practicum was on High Risk Maternity at Women's Hospital and it is where I am proud to say I am employed today. It has taken three years to really become comfortable and truly understand how the Unit works and how it networks with other disciplines of the health care system. Just as I became settled, a new challenge presented itself in the form of Centre Rep. To better understand the changes, both present and future, for Women's Hospital I networked with management and staff and drew from my own experiences to present a report on Women's Hospital.

I would first like to welcome Laurel Demler to the staff at Women's Hospital. Laurel is our new Nurse Educator on WRS3 Postpartum unit. Prior to this Laurel was a Nurse Clinical Education Facilitator at both University of Manitoba and Red River College for many years. I have gotten to know Laurel over the years and know she will be a positive addition to the staff both through her knowledge base and warm personality.

I also want to acknowledge Lisa Merrill who was hired at Women's Hospital as a Clinical Nurse Specialist in August 2012. She comes to her position with experience in NICU and as the former WRHA Woman's Health Quality Officer. Her role at Women's Hospital is evolving to focus on working with women from vulnerable populations. One of the projects Lisa is a part of is the creation of the PIIPC project which facilitates prenatal care for high risk vulnerable populations while partnering with midwives, physicians and community agencies and Public Health.

The Workplace Health and Safety Committee continue to update and educate staff. At Women's Hospital we have made several changes to improve patient safety which include implementation of the medication reconciliation forms, transfer of accountability forms, nurse to nurse bedside reporting, falls assessment forms and the installation of a white board in every patient's room. We are encouraging staff to utilize the nursing workload forms and ensuring they are received in a timely manner. We have discussed with the Union the concerns around creating a new form that is user friendly at Women's Hospital. This is a great tool to utilize when faced with staff shortages or concerns that affect the execution of safe nursing practice.

A committee has been established between the physicians of Women's Hospital and St. Boniface Hospital Women's Health Program in order to address the increased numbers of patients being seen

at the St. Boniface Hospital. In order to maintain safe patient to staff ratios and ensure quality patient care it has been understood that St. Boniface will be slating scheduled low risk cesarean sections at Women's Hospital. The cesarean sections are being booked on Tuesday's and Friday's. In order to facilitate this process safely two new 0.6 eft's in the PNAU (perinatal assessment unit) have been established along with two 0.6 eft positions in the Gyne OR. A centralized phone number will be in place as of February 19, 2013 to allow centralized booking process of caesarean sections that will book according to operating room availability and not hospital preference.

I'm sure many of you have noticed the three large cranes at the future site of Women's Hospital. The foundation is under way and the new date of completion is summer of 2015. Staff is encouraged to view pictures, access committee minutes, and ask questions on the WRHA website.

I am sure I have only touched on some events and concerns that arise at Women's Hospital. In order to be able to understand the Units outside of my own I encouraged you to call me at 787-3394.

On closing note I would like to thank the committee members of MNU Local 10 for their support during my first committee meeting. I look forward to getting to know you better and working toward a better future for nurses.

# GENERAL CENTRE REP

Submitted by: *Anne Boyd*

I am completing the second year as General Center Representative and will let my name stand for a 2<sup>nd</sup> term.

The configuration of areas represented by the General Center Rep has changed. Areas from the General that are now represented by Anne Thomas Rep are: Adult OR, Adult PACU, MICU, SICU, CCU, Adult ER, IICU, Critical Care Float Pool, CT Dept., Critical Educators, MS3, Transplant Clinic, VAT, CT Scan, CVT Assoc., Anesthesia Dept., Med/Surgical Relief Team, Transplant Program, Pail Clinic, MR Imaging and Bleeding Disorder. The remainder located in the General wings has General Center Representation. This was done to equalize the amount of areas between the 2 center reps.

The past year the General Center has had various areas which have had Union intervention/ involvement.

These are as follows.

- ▶ GA1 Endoscopy ..move to GD7 (formerly the 7<sup>th</sup> floor OR Suites) has been delayed again. No explanation given.
- ▶ GA1 Endoscopy ...proposed 1 nurse per room ...to assist Endoscopist and to administer Moderate Sedation is being contested as unsafe. The WRHA Moderate Sedation Policy and it's supporting education package are being challenged as unsafe.
- ▶ GA3 Senior staff leaving the area have meant Step Down bed closures. The Step Down Unit has 4 beds open down from 10. A 24/7 Unit Assistant trial for Step Down ends February. Brenda Kline is the Unit Manager.
- ▶ GA5 Secondment of Relief Team ..those seconded must work the relief team master rotation....The orientation period is for 3 months....many after orientation remain on GA5.
- ▶ GH3 Rotation changes resolved. Marie Brock, Unit Manager devised new rotation. MNU awaiting a copy of new rotation from Management to ensure no Collective Agreement violations.
- ▶ GH4 Volunteers for High Obs and MICU (GH7 ..opened for H1N1 ) running well. No complaints. November 2012 saw start of a pilot project for more GH4 staff to be oriented to the High Obs unit.
- ▶ MS3 is running well as a 24/7 unit. No complaints.
- ▶ IICU .. CRN permanent position posted twice ..no successful applicant...now posted as a Term ...This will be contested as it should be posted as a Permanent position. A Term posting is only to replace a Leave of Absence.
- ▶ Transplant Team on Call nurses not being paid for telephone consults. This issue is being taken to negotiations.
- ▶ Bleeding Disorders moved to the Medicine Program. Nadia is the Unit Manager.
- ▶ Carinna Kirk (GA1) has stepped up to represent MNU nurses at the Workplace Safety and Health Committee.

## PsychHealth Centre Report

Submitted by Daryl Croft

This year has been somewhat unremarkable for Psychiatry in 2012. However we did lose 2 experienced senior nurses from Outpatient Psychiatric Services and a 3<sup>rd</sup> has announced her intentions to retire in May 2013. Although it is sad to have lost the wealth of experience that Sandy McLandress and Susan Sookram bring to the role it has given an opportunity for new staff to join the outpatient team. We also have experienced the closing of the Mood Disorders Day Program this

last year and the expansion of the STAT and Adult Eating Disorders Program as well. At present it is unclear if/what impact the Crisis Response Center will have on PsychHealth at present but it will be important to attend to the changes with the professionalism expected of us. It has been a pleasure and rewarding challenge acting on your behalf as the Center Representative these last 6 years. I wish my successor all the best.

# Anne Thomas Centre Rep

Submitted by: Jo-Anne Desjarlais

Well it is my favorite time of the year again..... AGM time! At this point in time of year, we take a moment or two to reflect on the events of the past year. As you may or may not know, I work in Adult ER with roots in MICU and SICU.

I will start with the ER

- Construction of the new “front entrance” is well underway and we have experienced a multitude of changes in ER. We are all excited for the new waiting room and treatment areas to be open for use, but the construction is being done in phases and it is still too early to tell how the new front end is going to look as well as the functionality of the re-design. I will keep you posted. The area biggest affected by the construction are triage and minor treatment area. We have an addition of a re-az area – which is an area of reassessment of patients waiting for test results such as CT scans and blood work. There is also an addition of Psych work rooms.
- SICU has had a relatively busy year, with the addition of the two A3 stepdown beds housed in the Unit and running at full capacity. Keep up the good work.
- MICU - there is a committee in the works for the addition of IICU to the Anne Thomas Building.
- My feelers are not reaching the other areas of the building so if you work in OR/PACU/CT Scan, and you are having issues that need to be addressed or there is or has been big changes going on in your department let me or the office know.

Well life has been busy this past year. I am striving to obtain the perfect work/life balance but it seems like the apple cart always tips one way or the other. Thankfully, friends, work and Union colleagues grab the handles once and a while and keep things straight. During the year some of my duties as Centre Rep have been not fulfilled and I am feeling the need to share with you the story of me as it was supposed to be included in “News at 10” our semiannual Newsletter.

So here goes:

My name is Jo-Anne Desjarlais

- *I attended Misericordia School of Nursing and graduated in 1993 (OMG that is 20 years ago).*
- *Life was a struggle for me then, as I was a single mom and jobs in Winnipeg were few and far between (you all remember the 90's).*
- *Life carried me down south to Texarkana Texas for a couple years.*
- *In 1995 when I returned, there were three, yes three kiddies for me. Aren't I lucky?????*
- *I was able to obtain a nursing job at homecare/von in 1998.*
- *I changed jobs, to the float pool at St. Boniface and stayed until 2001.*
- *One could say I get a 3 year itch.*
- *I started ICU school in 2001 and have been a lifer at HSC since.*
- *I worked in SICU fulltime and picked up shifts in MICU.*
- *In 2007, I moved to ER in, and here I sit.*

Well that is just alittle piece of “me” story. I wanted to share with you all.

We have had a pretty good year in terms of work/Union relations and I would like to say Thank You to all my colleagues, the Local Executive, especially our FEARLESS leaders Lynda and Shelley and their trusty side kick Sandra. I have enjoyed my years of Union work and hope not to upset the apple cart with my continued struggled to balance work/life/Union, but thank you to all whom have made it easier/smoothen to not tip.