

AGENDA

PERSONNEL STANDING COMMITTEE

Monday, October 15, 2018 8:30 to 10:30

COMMITTEE ROOM #2

1. **MINUTES FOR ADOPTION** – December 14, 2017 (attached)(for adoption)
2. **UPDATES REQUIRED BY TERMS OF REFERENCE** – (for information)
Report of the Director of Corporate Services dated September 5, 2018
3. **OTHER**

... ADJOURNMENT ...

**THE CORPORATION OF THE DISTRICT OF SAANICH
INFORMATION REPORT**

REPORT TO: PERSONNEL COMMITTEE
DATE: September 5, 2018
FROM: LAURA CIARNIELLO, DIRECTOR OF CORPORATE SERVICES
SUBJECT: UPDATES REQUIRED BY TERMS OF REFERENCE

PURPOSE

The terms of referenced for the Personnel Standing Committee outlines several reports to be received by the committee. This report meets the requirements of

- Receive reports regarding performance reviews of Officers (annually)
- Receive reports regarding direct award contracts for Officer positions (Personnel related only)
- Receive reports on CUPE grievances (bi-annually) - please note that I am suggesting that this report be expanded to include both CUPE and IAFF grievances
- Receive summary reports of external staff complaints (bi-annually)

DISCUSSION

1. Given the varying dates of performance cycles, all Officers have now received performance reviews for the work completed in 2017 and the cycle is complete.
2. No direct award contracts have been made with regards to Officer positions
3. The following chart outlines all grievances over the past 5 years (CUPE and IAFF combined):

Year	Number of Grievances filed		Resolved at Step 1	Resolved at Step 2	Resolved at Step 3	Resolved after Step 3	Resolved at Arbitration /Human Rights	Withdrawn by Union	In Abeyance	In progress
2013	27		7	4	2	0	0	14	0	0
2014	47		5	6	6	0	0	8	9	13
2015	37		1	2	2	4	3	15	1	9
2016	27		2	4	0	0	0	5	6	10
2017	20		2	1	1	1	0	0	2	13

Note that this is a snapshot of grievances and their status at the end of the year, 2017.

At August 31, 2018 there are currently 23 active grievances which have the following status:

Step 1	Step 2	Step 3	Pending Arbitration	In Abeyance
3	4	9	3	4

4. At this point in time, to the best of the knowledge of the CAO and Director, Corporate Service, no external staff complaints have been received.
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Recommendation:

That the Committee receive the report for information.

Report prepared by:



Laura Ciarniello, Director of Corporate Services

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I endorse the recommendation of the Director of Corporate Services.



Paul Thorkelsson, Chief Administrative Officer