

ST BONIFACE NURSES LOCAL 5
OF THE MANITOBA NURSES UNION

Annual Report 2022

**St. Boniface Nurses Local 5
Special General Meeting
(to prepare for the 2023 MNU AGM)**

Open to all Local 5 members

Thursday, April 13, 2023

1700 hrs

Hybrid in person and online via zoom

Further details will be provided to members closer to the meeting date.

**Manitoba Nurses' Union
48th Annual General Meeting**

25 & 26th April 2023

Keystone Centre

Brandon, MB

Union activities of the previous 12 months will be reviewed, policies will be voted on, and new directions will be set for the future.

Land Acknowledgement

St Boniface Nurses Worksite 5 is located on Treaty 1 Territory, the traditional lands of the Anishinaabeg, Cree, Oji-Cree, Dene, and Dakota peoples, and on the homeland of the Red River Metis. We acknowledge that Winnipeg's water is sourced from Shoal Lake 40 First Nation.

Acknowledging this truth is important yet only a small part in cultivating strong relationships with Indigenous communities.

St. Boniface Nurses Local 5
53rd Annual General Meeting
Wednesday, March 8, 2023
1800 hrs

| | | |
|-----------|---|----------|
| 1. | Call to Order | |
| 2. | Welcoming Remarks | |
| 3. | Introduction of the Local 5 Executive | |
| 4. | Approval of the Agenda | |
| 5. | Approval of Rules of Procedure for the Meeting _____ | 4 |
| 6. | Approval of Rules of Procedure for Elections _____ | 4 |

Special Guest Speaker - Darlene Jackson, President, MNU

| | | |
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| 7. | President's Report _____ | 5 |
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| 8. | Nominating Committee Report _____ | 12 |
| 8.1 | Elections | |
| 9. | Finance Report _____ | 14 |
| 9.1 | Auditor's Report for 2022/Approval of Auditor for 2023 | |
| 9.2 | Approval of 2024 Proposed Budget _____ | 16 |
| 10. | Standing Committee Reports: | |
| 10.1 | Grievance Report _____ | 21 |
| | <i>Includes: Ongoing Issues & Resolutions, Attendance Support and Assistance Program (ASAP), Gradual Return to Work (GRTW), Duty to Accommodate (DTA), HRSS Overpayments, Mandatory Overtime, Reassignment, WCB Claims, Abuse in the Workplace</i> | |
| 10.2 | MNU Board Representatives' Report _____ | 26 |
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| 11.5 | Workplace Safety & Health Committee Report _____ | 33 |
| 11.6 | WRHA Continuing Education Fund Committee Report _____ | 34 |
| 12. | Other Business | |
| 13. | Draw for Gift Cards | |
| 14. | Adjournment | |

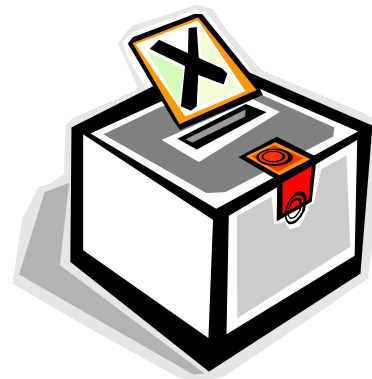
Rules of Procedure for the Meeting

1. Order of business is subject to majority approval.
2. A member may speak only once to any given matter. Debate is limited to three (3) minutes, unless permission to the contrary is given by the assembly.
3. All members must identify themselves by name prior to speaking.
4. Speakers must address the chair.
5. Robert's Rules of Order will govern for any procedural matters brought into issue.



Rules of Procedure for Elections

1. Only members in good standing are allowed to vote.
2. Each Local 5 member is entitled to bring two proxies.
3. Proxies must be registered prior to elections. Proxies must abide by our constitution which states *"A member who is unable to attend the Annual Meeting ONLY by reason of being on duty, may appoint another member as her/his proxy, provided that no member shall hold more than two (2) proxies. The proxy must be completed and the original signed by the member who is working, indicating which member he/she is assigning the proxy to"*.
4. There will be a minimum of two (2) scrutineers.
5. NO ONE may leave or enter the room once elections commence.
6. Two Nominating Committee members may replace two scrutineers for the collection of ballots.
7. Scrutineers will be responsible for counting all ballots.
8. Head scrutineer will give results of ballot votes to the chair as soon as possible.
9. All ballots to be marked with an "X" or a "V".



PRESIDENT'S REPORT

As I was pondering a brilliant opening comment for this year's annual report the words "Broken Record" came to mind.

Although there have been some changes for our members, for the most part the workload of the covid pandemic and its variants, along with the nursing vacancies, remain to be the biggest workload issues for our members at Local 5. It has been 3 years of this wear and tear on our members with no immediate end in sight.

Our members have and continue to make tremendous concessions in their personal lives and in the workplace in order to meet the demands put upon them while they provide the much needed care their patients require.

* * * * *

So, at risk of not sounding like a "broken record" this year's annual report will be somewhat streamlined but still include all the important "stuff".

Sheila Holden Vice President, and I continue to challenge ourselves to represent our members to the best of our ability along with the assistance of the provincial MNU.

A large part of Local 5's member representation is provided by nurses who volunteer their time and energy on behalf of all of us.

We truly thank the Local key executive, executive committee, and committee members for their willingness to support the nurses in our local during these very challenging times.

KEY EXECUTIVE COMMITTEE

President - Karen Sadler

Vice President - Sheila Holden

Secretary - Laura Schattner

Treasurer - Renate Scheffer-King

The two MNU Board Representatives elected by Local 5 members to serve on the MNU Board of Directors also sit on our Key Executive Committee.

Renate Scheffer-King (May 1, 2021 to April 30, 2023)

Laura Schattner (May 1, 2022 to April 30, 2023)

In 2022 the key executive committee (officers) met four times as the key executive committee and once as the finance committee. Most of the key executive meetings took place virtually. We were able to have our Finance Day for the Finance Committee at the Norwood Hotel in 2022. It was socially distanced and it felt great to be in person to review the 2023 budget and forecast the 2024 budget. Our investment team from RBC Dominion Securities attended as well to renew our financial position.

I am grateful to and very appreciative of the key executive committee's assistance and support throughout this past year.

EXECUTIVE COMMITTEE

Your local 5 executive committee is comprised of the key executive (officers), chairpersons of standing committees, and unit representatives.

The following nurses served as unit reps in 2022: Janelle Mulaire, Jocelyne Mann, Laura Schattner, Renate Scheffer-King, Josh Gilbert, Sara Volpatti, Jillian Chemerika, Mary Wolosyn, Therese Santos, Maggie Moore, Linda Jackson, Amber Hillstrom, Candice Stasiuk, Chloe Devries, Kim Plantz and Louise Skowron.

The executive committee is vital to the operation of the Local as the members of this committee provide guidance to the key executive and communicates valuable information to other Local 5 members.

The executive committee only met four times in 2021, and these meetings were held virtually via zoom.

Members of the executive committee volunteer their time and efforts in order to participate in discussions and activities of the union, and they provide vital communications to their co-workers. Their efforts and commitment are sincerely appreciated.

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EXECUTIVE EDUCATION DAY

Our Education Day is a day we set aside for our executive committee and committee members to gather at the Norwood Hotel for a day of learning. This day also provides me with the opportunity to express my thanks to these wonderful volunteers for the time and energy they give to Local 5.

Our executive education day was cancelled for a 2nd year in a row in 2022 as there was no ability to allow our members a union leave due to the dire nursing shortage.

This past year the executive committee dealt with a variety of issues including but not limited to:

- ◆ Concerns related to reassignment.
- ◆ Concerns related to agency nurses.
- ◆ Concerns related to mandating overtime.
- ◆ Concerns related to unsafe patient assignments.
- ◆ Concerns related to non-conforming shift patterns, and rotations in general.
- ◆ Giving direction on issues being discussed with regards to grievances and the collective agreement.
- ◆ The Local 5 proposed budget for 2024.

Members of the Executive Committee volunteer their time and efforts in order to participate in discussions and activities of the union and they provide vital communications to their co-workers. Their efforts and commitment are sincerely appreciated.

GENERAL MEETINGS

Local 5 General Meetings are open to all Local 5 members. In addition to our AGM virtually held in March, we were able to hold two other general meetings in 2022:

- ◆ April 14th a special general meeting to prepare for the MNU AGM – meeting held virtually.
- ◆ October 11th – a general meeting – done as our 1st hybrid, combining zoom and in person at the Norwood Hotel.

Sheila Holden had the great idea to do a “hybrid” option. I was a little hesitant as I am not comfortable with technology! That said, we came up with a plan and despite

“me”, it came together very well and we will continue to offer the hybrid option for our General Meetings.

PERSONNEL CHANGES AT SBH

In our positions, Sheila and I have many meetings and discussions with the hospital executive, human resources, and disabilities management teams. The following show the personnel changes that took place in 2022:

SBH Senior Management Team

Nicole Aminot who was serving as Interim President and CEO was officially selected by the SBH Board of directors to the position last year.

Krista Klassen, Chief Human Resources Officer, who joined SBH in May 2021 left SBH for another opportunity in the fall of 2021. Lucky for us, Doug Cherneski came out of retirement and filled the position until Bobbi Green was selected as the new CHRO.

Karen Samson RN, Director of the Emergency Program accepted the position of SBH Chief Nursing Officer this past fall.

Human Resources Team

Sari Rosenberg who was the Acting Manager of Employer Relations accepted the position permanently in early spring of 2022.

We said goodbye with well wishes to Senior HR consultant AJ Robelo this past year and welcomed Kati Sutherland to the HR Team as a senior consultant.

Danielle Lambkin also joined the team in 2022 as a Human Resources Consultant.

Along with Cassie Flamman, Katie Sutherland, Danielle Lambkin, Pam Castro, Sara Baldwin and Rayanne Funk round out the employee relations team that Sheila, Mary and I have many meetings and discussions, emails and telephone calls with, to resolve issues that impact our members.

A special thank you goes to Monique Berube, Employee Relations Assistant and Diane Vouriot, Human Relations Secretary who keep all of our employer meetings, agenda's and minutes organized.

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Disabilities Management

MaryAnne Carter-Squire was hired as the Occupational Health Manager replacing Wendy Barlishen.

Erin Gilbert is the new Disability Management Coordinator who replaced Allison Pearson. Allison was in this role at SBH for many years and we wish her well in her new opportunity.

LOCAL 5 OFFICE ACTIVITY

Gradual return to work (GRTW) meetings, attendance support and assistance program (ASAP) meetings, and duty to accommodate (DTA) (also known as accommodation meetings) continued throughout 2022.

Our monthly meetings with the employer (inclusive of our MNU LRO Mary Lakatos) provide an opportunity for us to discuss all manner of concerns to our members with a view to resolving issues in a timely fashion.

100 percent of the meetings that took place directly with the employer in 2022 occurred virtually.

We continue to do a blend of virtual meetings between the employer/member/union with the member coming to our office or meeting our member in a meeting room in HR, where we log on with our laptop to meet with the employer.

* * * * *

My sincere thanks to Sheila Holden, Helga Grose, MNU staff: Mary Lakatos, Mike Sutherland, Brandi Johnson, Bridget Whipple, Susan Tremblay, and MNU President Darlene Jackson, for their support of the Local 5 office and of our members this past year.

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Nurses Week

Although *Nurses Week* in the hospital did not take place as it has in the past, we once again chose to recognize our members by giving out 40 - \$50 gift cards to local business. To select the recipients, we used a random number generator to give us 40 numbers and the members associated with those lines in our membership database were mailed a gift card.

Regionalization

There was no change in regional status for St. Boniface Hospital in 2022. A *Service Purchase Agreement* between St. Boniface Hospital and the WRHA continues to be negotiated on an annual basis. This agreement means that St. Boniface Hospital (not the WRHA) continues to be the employer of record for Local 5 members.

Emergency Department Redevelopment

Massive changes are visibly underway. An update on this issue is included in my Joint Union Hospital Council Report.

Master Rotations & Non-Conforming Shift Pattern Positions and Group Self Scheduling

An update on these issues will be provided at our AGM. .

Mental Health Program Update

This program continues to have staffing challenges to safely staff the inpatient units. You may recall in last year's report that frequently the mental health pods were closed due to the employers inability to staff them properly. With increased pressure from the government to keep them open, the dedicated PLN's and nurses from mental health have volunteered as well as being mandated for countless overtime shifts to meet the needs of those vulnerable patients requiring safe care and treatment.

Emergency Department Update

So many programs and units are struggling with high acuity, inappropriate staffing levels, excessive overtime and mandating but I need to be honest when I say that the nurses in our ED are truly in a battle zone.

When Pallister's PC government decided to downsize from 6 ED's to 3 and 6 ICU's to 3, that was the beginning of a chaos that MNU predicted would be bad.... We did not know just how bad "it" would get!

Despite monetary incentives from the government, the overarching issue facing the ED and every other program to be honest is the critical nursing shortage which is a national issue, not just here in Manitoba.

*An update on the ED will be provided at the AGM.

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5A/ 6A / IMCU / 5E

It has been quite a journey for the nurses and staff who have and continue to work in these units.

In June 2022 we were notified by the employer that there was going to be a reconfiguration of these units to better serve patient care.

IMCU was going to be removed from 6AS, which at the time, was a medicine unit with a few cardiology beds. Advanced assessments was a post hire requirement and 6AS would amalgamate with 5A cardiology to be a combo cardiology unit on separate floors.

IMCU would now join together with 5E medicine.

The other facet to this was there would be no deletions and nurses would choose where they wanted to work. (sound familiar!)

Sheila and I discussed this with MNU and we put some parameters into the equation:

- Nurses would choose in order of seniority.
- Nurses currently working on 5E would be grandfathered from not having to take the advanced assessment course – unless they chose to take it.

Selection meetings for the 6AS / IMCU staff occurred on July 15th and all of the nurses, but one, chose 6AS/5A.

The team of nurses on 6AS have been through so much.

The 2 CRN's: Tracy Benedictson and Ashley Cobb have been an amazing support to their team throughout this change.

An update on this issue will be provided at our AGM.

Provincial Health System Transformation Wave 2

You may recall Mike Nader, CEO of the WRHA advising on December 2021 that the next phase of health care transformation would be taking place.

Impacts to SBH would be with the Utilization Facilitators and Cardiac Sciences.

- * The NIV Utilization Facilitator positions were being regionalized to the WRHA, similar to when the Data

Collectors and Infection Control nurses were regionalized.

- * On April 29, 2022 all of our members in those positions chose to “move” with the program. They remain sited at SBH but are now WRHA employees and members of the WRHA MNU regional nurses local.
- * SBH has been declared the provinces Cardiac Care Centre. A regional decision was made to transfer the Heart Cath Lab and the Access Office back to SBH. Currently those MNU members working in those 2 areas that are sited at SBH, are in fact WRHA employees and belong to the WRHA MNU regional nurses local.

At the time of writing this report, which is well over one year since the announcement was made, there has been no further discussions regarding this move. We were advised this past summer that things are on hold. We look forward to welcoming back those nurses as our local 5 members when the move takes place.

Town Hall Meetings

Throughout 2022 Sheila Holden and I attended virtual Town Hall meetings for the Emergency, Medicine, Mental Health, Cardiology, Critical Care programs as well as the NFA department.

Each of these meetings are attended by Employee Relations, the Program Director and Manager and also on occasion the CNO and medical support.

Town Hall meetings provide an opportunity for everyone to hear what is happening, and for staff to raise any concerns they may have. While it's important that our members are able to share their issues and concerns, **follow up by the employer on the issues and concerns raised is the most important aspect of all.**



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Nursing Licenses and Registration

College of Registered Nurses of Manitoba

CRNM's registration renewal deadline for 2023 was 1800 hrs on December 1, 2022.

Fees for 2023

- * Registered Nurse - \$510.79 inclusive of gst
- * Nurse Practitioner - \$793.33 inclusive of gst

In addition to the above registration fees, nurses must also purchase Professional Liability Protection directly *from the Canadian Nurses Protective Society (CNPS) or through the Association of Regulated Nurses of Manitoba (ARNM).*

Nurses who did not renew their registration/register in a timely fashion for 2023, need to complete a **full reinstatement** which includes obtaining criminal records checks, validating hours of work with all employers, and paying a non-refundable reinstatement application processing fee in addition to the above noted registration fee.

Nurses who *opted out* of registering for 2023 due to being on a leave of absence (LOA) will also need to complete a **full reinstatement** when they register.

Please keep in mind that the reinstatement process can take weeks to complete and until you are reinstated, you are not able to work.

At the time of writing this report, we have been advised by the employer that nine Local 5 members did not register with CRNM in a timely fashion for 2023.

College of Licensed Practical Nurses of Manitoba

Registration Renewal for 2023 closed on November 15, 2022. CLPNM's active practicing license expires each year at midnight on November 30.

College of Registered Psychiatric Nurses of Manitoba

The CRPNM has a "moving" registration process thought the year, not a set expiration like the CRNM and CLPNM.

There have never been any registration issues for our members who register under CLPNM or CRPNM.

MNU AGM 2023

With great excitement we look forward to attending the in person 2 day MNU AGM taking place in Brandon Manitoba on April 25th and 26th, 2023.

Local 5 voting delegates attending the 2023 AGM are those who were elected at our virtual Local 5 AGM held March 9, 2022. Any vacancies that remain/arise are filled by appointment.

CFNU Biennial Convention

This years convention will take place in Charlottetown PEI June 5 – 9 2023. Sheila and I are looking forward to attending this convention as the previous convention in 2021 was held virtually and was not at all the same. Linda Silas, President of CFNU is a power house and we cannot wait to connect with over 500 union nurses from across Canada!

PATIENT CARE OPTIMIZATION COMMITTEE

This is a new committee that came as a result of our last round of bargaining. There is a Memoranda of Understanding (MOU) that explains the intent and purpose of the committee (MOU #31).

At bargaining it was negotiated that a fund equal to 1% of payroll per fiscal year for the life of the current collective agreement would be created which equals approximately \$12 million/year for 2021/22, 2022/23, 2023/24. These funds will be used to incentivize nurses to remain in the work force, increasing the number of FT positions and attract nurses back to Manitoba.

The P.C.O.C. members are:

Employer Representatives

Employer Advisor – Beth Beaupre

Employer Members: Connie Newman, Wanda Reader, Monika Warren, Treana State and Mary-Anne Lynch

MNU Representatives:

Union Advisor – Leona Barrett

Union Members – Darlene Jackson, Lana Penner, Christina Woodcock, Lea Mutch and myself.

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Our first meeting was on April 14, 2022. Trying to find a time that works for all of these nursing leaders be they employer or MNU was a challenge. We now have a standing meeting time of the 4th Monday of each month from 8 to 10 am.

Our first order of business was agreeing on terms of reference for the committee.

It's exciting and ominous at the same time to be at a provincial table that has money to spend on initiatives for our members.

ARTICLE 28—PROMOTION AND REASSIGNMENT

This article received language expansion at the last round of bargaining.

2804A) – Reassignment in the event of unforeseen staffing shortages –

Examples of “unforeseen” are – last minute sick-calls, no-shows, bereavement leave, accidents on the way to work, bad weather etc. These situations do not allow for any staff planning and as a result a nurse may be reassigned to another unit. In this temporary lateral work reassignment, there is no additional monetary premium.

2804B) – Reassignment in the event of foreseen staffing shortages –

I encourage all members to review this article as it contains many variances regarding the parameters of reassignment for foreseen staffing shortages which includes monetary premiums and a variety of monetary allowances.

*An update on Article 28 will be provided at the AGM.

UNDERGRADUATE NURSING EMPLOYEE (UNE)

Many discussions occurred at PCBC regarding the concept of a UNE. Other provinces have been utilizing the UNE with great success. What was there to lose by taking a chance at something new to help with our nursing shortage and really prepare future nurses for the “real world” of being a nurse!

An agreement was reached to this new casual classification of UNE. They must be a nursing student enrolled in an employer approved nursing program leading to initial entry to practice as a RN or RPN.

At SBH we have had “62” UNE’s in the 3 cohorts of November 2021, March 2022 and October 2022.

*Please see MOU #36 for more details regarding UNE’s.

TEXT MAGIC

SBH has purchased “Text Magic” which is a system that sends text message blasts to nurses when there are short notice needs. This has replaced the last minute phone calls, which were annoying as well as increased the workload for the scheduling office.

POST RATIFICATION EMPLOYER INCENTIVES

In order to attract and retain nurses to remain in the health care system in this province, the government of Manitoba has created a number of monetary incentives.

When the incentives were announced, the process, timelines and criteria were not fully in place or explainable. It has been very frustrating for nurses trying to understand if they qualify for some or all of the incentives.

These incentives are a good thing for nurses who are working in the most challenging of times. I have never witnessed anything like this in my 38 years of nursing!

*Please refer to the MNU website for more information on all of the incentives available.

REGIONAL & CONSTITUTIONAL CHANGES IMPACTING LOCAL 5

Regional structure changes regarding Bill 29 – The Health Sector Bargaining Unit Review Act (HSBURA) has required MNU to re-organize the regional structure, a result of bargaining, along with constitutional changes that superficially affect the City of Winnipeg sites and Shared Health.

What does this mean for us:

We will now be referred to as a “worksite”, not a “local”. We no longer own a Labour Board certificate.

MNU Board representation will change and we will no longer have 2 board reps from our local but will have a regional board rep elected from and for the acute sites.

PCBC representation will change, we will no longer have wording to support the president of the local to act as our PCBC representative in our constitution.

We will also belong to a new regional local for the WRHA. This will be similar to the Rural Regional Structures that occurred years ago. To have our constitution congruent with these changes, at a meeting of Local 5 executive held on January 19th, 2023, the constitutional changes impacting worksite 5 were supported.

LOCAL 5 OFFICE SUPPORT

The retirement notice of Helga Grose after 22 years as the Administrative Assistant for the Local 5 office this past spring, put Sheila Holden and myself in a position we had never been in before...that of recruiting, interviewing and hiring a replacement!

With the support from MNU provincials, Kristy Jaimeson and Erin McGee, along with many sleepless nights, hired into the position of "Executive Assistant" the delightful Tracey Busby who started with us in May 2022.

This is our 1st unionized office support position belonging to COPE 342 (Canadian Office and Professional Employees Union). Building a Collective Agreement for this position has been very interesting and different from my experiences at the PCBC as in this situation "we" are the employer.

*An update on our new employee will be provided at the AGM.

WINNIPEG HOSPITAL LOCAL PRESIDENTS

(WHLPs)

The presidents of the eight Winnipeg hospitals, the Pan Am Clinic, Winnipeg Regional Nurses, Misericordia, Deer Lodge Centre and Cancer Care Manitoba usually meet five times a year with the MNU president to discuss common issues related to the provision of health care in the city of Winnipeg, and the representation of our members.

In 2022 we were only able to meet a few times (virtually) due to COVID-19 and it's impact. As leaders we share at these meetings what our members are dealing with at our respective sites, and provide support to each other as union leaders during these challenging times.

Karen Sadler, RN

President, Local 5

COVID REPORT

- * SBH has sent a communication advising that the "screeners" will no longer be in place as of March 31, 2023
- * We are concerned that the workload of the screeners who "policed" and directed the patients and visitors may fall on to our members.
- * Many units were closed to admissions last year because they were in an outbreak situation. I suspect that this will still be an issue that our members will continue to deal with in 2023.
- * SBH's finance team predicts a fiscal year deficit of 13.4 million dollars with 11.9% of that amount related to covid incidentals. Sick time and OT related to covid are a huge factor in this deficit prediction.
- * At the time of writing this report our ED nurses continue to be in receipt of the pandemic premium

Happy Retirement Helga Grose

Helga was the Administrative Assistant for the Local 5 office for over 22 years and retired on June 1, 2022. A wonderful celebration in honour of Helga was held on May 26, 2022 at the Norwood Hotel. Current and retired Local 5 executive members, MNU staff as well as friends and family attended the lovely evening.

Our sincere thanks to Helga for her 22 dedicated years. On behalf of Sheila, myself and all the local 5 members whom she served so well, we wish her all the best in her retirement adventures!!

NOMINATING COMMITTEE REPORT

Elections will take place at the Local 5 AGM on March 8, 2023.

Local 5 Constitution - Article IX - Elections

9:06

- a) *Nominations for positions shall be submitted by January 5th of the election year for any position.*
- b) *A résumé outlining union experience, involvement and education shall be provided along with nomination for the positions of president, vice president, secretary, and treasurer.*
- c) *Where a nominee has submitted their name in the time period specified in 9:06 a) and there are no other nominees, that member shall be deemed to be elected by acclamation.*
- d) *Only if there are no nominations for a position submitted in the time period specified in 9:06 a), will nominations be accepted from the floor at the Local 5 Annual General Meeting.*

In December 2022 units were sent information regarding the Local 5 nominations process along with information on the various committee functions.

* * * * *

Over the last few years, the pandemic had a huge impact on the healthcare and well-being of nurses. Even throughout the short staffing, mandatory and voluntary overtime, and at times unsafe staffing levels, nurses continue to stand up for their patients and themselves. This is not an easy task and one we appreciate. It is our members who work as unit reps and on committees who help provide the ears, eyes, and voice of the union on each unit.

Each year we ask nurses to become involved with/continue to be involved with Worksite 5 by serving on a union committee and/or being a unit rep. These roles help us to stand together and spread the voice of MNU throughout the hospital.

In December 2022, the units were sent information regarding Worksite 5 nominations process along with information on the various committee functions. If you have not done so, please look at the various committees or consider becoming a rep for your unit. We also welcome having members share the unit rep position for a unit. As this is a great way to get to know the union and your coworkers better. If one of the committees interests you, please consider putting your name forward if you see that committee has a vacancy. Orientation to committees and or unit reps are provided by the Worksite 5 office.

We understand that being active in the union may not be something that will work for you at this time. If at a later

time, you would like to become involved as a unit rep or with a committee please contact the office. Any and all involvement by our members in the activities of Worksite 5 is very much appreciated.

Local 5 Committees

Please take a moment to review the descriptions of the committees that serve Local 5 members. If something interests you and you are willing to take on that role, please consider putting your name forward if you see a vacancy on that committee.

Local 5 Unit Representatives

Another way to be involved in the union is by being a unit rep (and thereby serving on the Local 5 executive committee).

Unit reps are elected at the unit level and serve a one year (renewable) term-of-office. More than one person per unit can serve as unit rep. In 2022 we had several units with multiple reps (co-reps). For those new to the unit rep role, orientation to the role is provided by the Local 5 office.

Nominations

Nomination forms are available by contacting the Local 5 office via email (info@stbonifacenurseslocal5.ca) or visiting our website www.stbonifacenurseslocal5.ca. Select the **Meeting & Events** tab, then click on the orange **Local 5 AGM** tab. Scroll down to the bottom of that page for the nominations form.

Completed nomination forms can be submitted by email, fax, or via inter-hospital mail.

Local 5 Elections 2023

Nominations for positions up for election in 2023 closed on January 6, 2023. Below is the status of nominations as of January 6, 2023:

Key Executive:

President: Karen Sadler was elected by acclamation for a two year term (May 1, 2023 - April 30, 2024).

Vice President: Sheila Holden is entering the 2nd year of a two year term (May 1, 2022 - April 30, 2024).

Secretary—Laura Schattner is entering the 2nd year of a two year term (May 1, 2022 - April 30, 2024).

Treasurer—Renate Scheffer-King is entering the 2nd year of a two year term (May 1, 2022 - April 30, 2024).

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Nominations for Standing Committees

Workload Staffing Reports Committee

Renate Scheffer-King is entering the 2nd year of a two year term (May 1, 2022 - April 30, 2024).

- * Three have been appointed: Laura Schattner, Tay Taylor and Kim Plantz

Nominating Committee

- * Two to be elected each for a one year term.

Nominations for Joint Committees

Joint Education Fund

Stephanie Nunes is entering the 2nd year of a two year term (May 1, 2022 - April 30, 2024).

- * One to be elected for a one year term and two to be elected each for a two year term.

Workplace Safety & Health

- * Two to be elected for a two year term.

Unit Representatives

As previously stated in my report, unit reps are elected at the unit level. At time of writing this report only the following units have reps as of May 1, 2023:

ICCS & 7AS
2B
Pacemaker Clinice

Laura Schattner
Anita Sodovski
Linda Jackson

If you are currently serving as unit rep and wish to continue in that role or if you wish to become a unit rep, please fill out and submit a nominations form. New reps are always welcome.

Voting Delegates to the 2023 MNU AGM

The 2023 MNU AGM will be taking place 25 & 26 April at the Keystone Centre in Brandon

Local 5 is entitled to send 20 voting delegates to the 2023 MNU AGM. Currently, eleven spots have been filled.

If you wish to attend the 2 day, AGM as a Local 5 voting delegate please let the Local 5 office know. The vacancies will be filled by appointment.

Voting Delegates to the 2024 MNU AGM

Local 5 is entitled to send 20 voting delegates to the 2024 MNU AGM. The following spots have been filled by the key executive:

1. Karen Sadler, President
2. Sheila Holden, Vice President
3. Renate Scheffer-King, Treasurer

Laura Schattner, Local 5 secretary, will be attending the 2024 MNU AGM in her role as MNU Board Representative and not in her role as Local 5 secretary.

Therefore, 15 voting delegates need to be elected at our AGM.

Nominations for voting delegate to the 2024 MNU AGM have been received from:

- * Mary Woloszyn
- * Andrea Brown

If you wish to attend the 2024 MNU AGM as a voting delegate, please fill out a nominations form and submit it to the Local 5 office as soon as possible.

Laura Schattner, RN BN
Chair, Nominating Committee

MNU Board Representation

Due to constitutional changes as a result of Bill 29, Local 5 no longer has guaranteed representation on the MNU board. We are happy to announce that Laura Schattner, our Secretary, and member of our Key Executive Committee was acclaimed to the MNU Board to the position of "Winnipeg Regional Acute Care Representative" for a one year term. The election of these Board Reps is done by MNU provincial and is separate and apart from the Local 5 elections.

FINANCE COMMITTEE REPORT

2022 Budget

I am pleased to provide you with this update on the Local's financial position.

Finance Day

Each year the Finance Committee (members of the key executive committee) hold a Finance Day where we review and discuss the state of Local 5's finances. Our 2022 meeting took place on November 3rd at the Norwood Hotel.

Investments

As shown by our Investment Portfolio Local 5 continues to maintain financial stability.

We were very pleased that Terry Kitching, Vice President RBC Dominion Securities was able to attend our Finance Day meeting at the Norwood Hotel. As Terry is retiring, he introduced us to our new advisor, Brendan Rogers. During that meeting he reviewed our investments and provided us with an update on the markets. We wish Terry well in his retirement.

Investments as of November 3, 2022

| <u>Fixed Income</u> | <u>Book Value</u> |
|-----------------------------------|-------------------|
| Russell Canadian | \$107,097 |
| Russell Global Unconstrained Bond | \$122,003 |
| Russell Global Credit Pool | <u>\$62,922</u> |
| Total Fixed Income | \$292,022 |

| <u>Equity Pools</u> | <u>Book Value</u> |
|-------------------------------|-------------------|
| Russell Emerging Markets | \$44,348 |
| Russell Canadian Dividend | \$139,330 |
| Russell Canadian | \$117,804 |
| Russell Global | \$76,165 |
| Russell Overseas | \$82,767 |
| Russell Real Assets Portfolio | \$101,528 |
| Russell US | <u>\$57,662</u> |
| Total Equity Pools | \$619,574 |

Total Investments (Book Value) \$911,596

**all values are expressed in Canadian Dollars*

The 2022 budget had a projected deficit of 22,700.00. At our Finance Day meeting we reviewed the 2022 budget along with the *estimated receipts and expenses* to December 31, 2022 and came in with a surplus of \$4,958.41.

2023 Budget

The 2023 budget which was approved at the 2022 Local 5 AGM, contains a projected deficit of \$74,650.00.

2024 Proposed Budget

The proposed budget for 2024 which can be found on pages 15—20 has a projected deficit of 43,300.00

We have sufficient funds in our investments to cover any deficit realized at year-end 2024.

The 2024 proposed budget was approved by the executive committee in January 2023 and will be voted on by general membership at the Local 5 AGM.

If you have any questions regarding this information, please feel free to contact me or the Local 5 office.

Local 5 President's & Vice President's

Accrued Sick Time & Pre-Retirement Leave

These accruals are reported on in our yearly audit. A portion of our investments is reserved for these deferred expenses. As the salary increases obtained with the new collective agreement will have an impact on this reserve, retroactive adjustments are being made to these accruals in order to have an more accurate reflection of this deferred expense.

Renate Scheffer-King, RN BN CPN (C)
Treasurer, Local 5

2022/2023/2024 BUDGET COMPARISONS

| RECEIPTS | 2022 Approved Budget | 2022 Estimated Receipts | Variance | 2023 Approved Budget | 2024 Proposed Budget |
|--------------------------------|-----------------------------|--------------------------------|----------------------|-----------------------------|-----------------------------|
| Dues | \$ 364,000.00 | \$ 362,260.00 | \$ 1,740.00 | \$ 364,000.00 | \$ 398,000.00 |
| Interest from Bank Accounts | \$ 900.00 | \$ 2,133.43 | \$ (1,233.43) | \$ 900.00 | \$ 1,800.00 |
| President's Days Reimbursement | \$ 33,600.00 | \$ 39,363.03 | \$ (5,763.03) | \$ 40,850.00 | \$ 36,000.00 |
| TOTAL | \$ 398,500.00 | \$ 403,756.46 | \$ (5,256.46) | \$ 405,750.00 | \$ 435,800.00 |

| DISBURSEMENTS | 2022 Approved Budget | 2022 Estimated Expenditures | Variance | 2023 Approved Budget | 2024 Proposed Budget |
|-------------------------------------|-----------------------------|------------------------------------|--------------------|-----------------------------|-----------------------------|
| 5601 Audit/Bookkeeper | \$ 4,300.00 | \$ 4,287.50 | \$ 12.50 | \$ 4,300.00 | \$ 5,200.00 |
| 5602 Bank Charge | \$ 100.00 | \$ 112.88 | \$ (12.88) | \$ 100.00 | \$ 100.00 |
| 5603 Communications | \$ 6,450.00 | \$ 6,684.39 | \$ 2,397.00 | \$ 7,900.00 | \$ 6,100.00 |
| 5604 Education | \$ 28,250.00 | \$ 1,772.97 | \$ 26,477.03 | \$ 32,450.00 | \$ 27,500.00 |
| 5605 Honoraria | \$ 3,600.00 | \$ 2,400.00 | \$ 1,200.00 | \$ 3,600.00 | \$ 3,600.00 |
| 5606 Local 5 AGM | \$ 10,550.00 | \$ 1,698.88 | \$ 8,851.12 | \$ 10,600.00 | \$ 11,800.00 |
| 5607 Office - Other | \$ 1,000.00 | \$ 9,665.77 | \$ (8,665.77) | \$ 1,000.00 | \$ 1,000.00 |
| 5608 Meeting Expenses | \$ 5,000.00 | \$ 794.44 | \$ 4,205.56 | \$ 5,400.00 | \$ 5,400.00 |
| 5609 Charitable Donations | \$ 3,800.00 | \$ 1,250.00 | \$ 2,550.00 | \$ 3,800.00 | \$ 2,800.00 |
| 5610 MNU AGM | \$ 4,900.00 | \$ 955.00 | \$ 3,945.00 | \$ 9,950.00 | \$ 5,200.00 |
| 5611 CFNU (Biennial Convention) | | | \$ - | \$ 19,500.00 | |
| 5612 Office Support | \$ 38,950.00 | \$ 44,149.76 | \$ (5,199.76) | \$ 40,400.00 | \$ 42,000.00 |
| 5613 Postage | \$ 1,200.00 | \$ 406.00 | \$ 794.00 | \$ 1,200.00 | \$ 1,200.00 |
| 5614 President's Salary | \$ 104,000.00 | \$ 121,312.00 | \$ (17,312.00) | \$ 114,300.00 | \$ 114,300.00 |
| 5615 President's Liability | \$ 9,250.00 | \$ 1,014.00 | \$ 8,236.00 | \$ 10,200.00 | \$ 10,200.00 |
| 5616 Vice President's Salary | \$ 74,400.00 | \$ 110,000.00 | \$ (35,600.00) | \$ 81,750.00 | \$ 83,500.00 |
| 5617 Vice President's Liability | \$ 6,600.00 | \$ 296.00 | \$ 6,304.00 | \$ 7,300.00 | \$ 7,400.00 |
| 5618 Salary Replacement | \$ 24,000.00 | \$ 4,162.00 | \$ 19,838.00 | \$ 26,400.00 | \$ 25,500.00 |
| 5619 Administrative Support | \$ 38,300.00 | \$ 51,680.00 | \$ (13,380.00) | \$ 38,300.00 | \$ 54,300.00 |
| 5620 Burdens | \$ 56,550.00 | \$ 53,600.00 | \$ 2,950.00 | \$ 61,950.00 | \$ 72,000.00 |
| 5621 Management Fees | | \$ - | \$ - | | |
| TOTAL | \$ 421,200.00 | \$ 416,241.59 | \$ 4,958.41 | \$ 480,400.00 | \$ 479,100.00 |
| RECEIPTS MINUS DISBURSEMENTS | \$ (22,700.00) | \$ 12,485.13 | | \$ (74,650.00) | \$ (43,300.00) |
| | | | | | |

2024 PROPOSED BUDGET

| RECEIPTS | | BUDGET |
|--|---------------|---------------|
| (4001) Member Dues | | \$ 398,000.00 |
| Based on: 1,300 F/T & P/T @ \$10.00 /member x 26 pay periods | | |
| 100 Casuals @ \$10.00 /member x 26 pay periods | | |
| (based on 2022 allotment) | \$ 360,000.00 | |
| (4002) Interest from Bank Accounts (\$150 X 12) | \$ 1,800.00 | \$ 1,800.00 |
| (4003) President's Days Reimbursement (estimate) | \$ 36,000.00 | \$ 36,000.00 |
| TOTAL RECEIPTS | | \$ 435,800.00 |

All nursing salaries in this budget are set at the 20 year rate and reflect the estimated hourly rate as of April 1, 2023.

All nursing salaries in this budget are set at the 20 year rate and reflect the estimated hourly rate as of April 1, 2023.
All nursing salaries in this budget are set at the 20 year rate and reflect the estimated hourly rate as of April 1, 2023.

Nurse II - \$49.092
Nurse III - \$51.093
Nurse IV - \$56.107

| DISBURSEMENTS | | BUDGET |
|---|-------------|-------------|
| (5601) Audit/Bookkeeper | | \$ 5,200.00 |
| Audit | \$ 3,000.00 | |
| Bookkeeper (\$30.00 x 6 hrs x 12 months) | \$ 2,160.00 | |
| Total | \$ 5,160.00 | |
| (5602) Bank Service Charge | | \$ 100.00 |
| (5603) Communications | | \$ 6,100.00 |
| AGM Postcard Notification (postcards, labeling & postage) | \$ 4,000.00 | |
| AGM Posters | \$ 150.00 | |
| Annual Report Printing (taking in-house to test) | | |
| Nurses' Week | \$ 500.00 | |
| Website Hosting (Hitek \$15 x 12) | \$ 180.00 | |
| Website Updating/Maintenance (\$100 x 12) | \$ 1,200.00 | |
| Total | \$ 6,030.00 | |

DISBURSEMENTS continued**Budget****(5604) Education** **\$ 27,500.00****Local 5 Executive Education Day**

| | |
|--|---------------------|
| AV & Service | \$ 425.00 |
| Lunch & Lifestyle Breaks (40 x \$60) | \$ 2,400.00 |
| Honorariums (3 @ \$50) | \$ 150.00 |
| Salary Replacement (40 x [\$49.092 + \$0.596 AA] x 9.68) | \$ 20,000.00 |
| | \$ 22,975.00 |

Alternates - Education Day @ MNU AGM (location TBD)

| | | |
|---|--------------------|--------------------|
| Salary Replacement (2 x [\$49.092 + \$0.596 AA] x 9.68) | \$ 1,000.00 | |
| Breakfast/Lunch/Dinner per diem (2 @ \$80) | \$ 160.00 | |
| | \$ 1,160.00 | \$ 1,160.00 |

Guests - Education Day @ MNU AGM (location TBD)

| | |
|---|--|
| Salary Replacement (4 x [\$49.092 + \$0.596 AA] x 9.68) | |
| Breakfast/Lunch/Dinner per diem (4 @ \$80) | |

WSR Committee Education Day

| | | |
|---|--------------------|--------------------|
| Salaries (6 x 9.68 x [\$49.092 + \$0.596 AA]) | \$ 2,885.88 | |
| Breaks & Lunch (6 x \$50) | \$ 300.00 | |
| | \$ 3,185.88 | \$ 3,200.00 |

Lunch & Learn**Local Leadership Education (4 x \$400)**

| | | |
|--------------|---------------------|--|
| Total | \$ 27,320.88 | |
|--------------|---------------------|--|

DISBURSEMENTS**BUDGET****(5605) Honoraria** **\$ 3,600.00**

| | |
|---------------------------------|--------------------|
| Secretary | \$ 800.00 |
| Treasurer | \$ 800.00 |
| Board Members (2 @ \$400) | \$ 800.00 |
| Workload Staffing Reports Chair | \$ 400.00 |
| WS&H Committee Reps (2 @ \$400) | \$ 800.00 |
| Total | \$ 3,600.00 |

(5606) Local 5 Annual General Meeting (AGM) **\$ 11,800.00**

| | |
|--|---------------------|
| Printing of Dinner Tickets (trying in house) | |
| Door Prizes | \$ 500.00 |
| Salary Rep. Nominations Comm Chair ([\$49.092 + \$0.596 AA] x 9.68) | \$ 480.98 |
| Entertainment | \$ 500.00 |
| Full Ballroom and Food | \$ 10,000.00 |
| Total | \$ 11,480.98 |

DISBURSEMENTS continued**Budget**

| | | |
|------------------------------|-----------|-----------------|
| (5607) Office - Other | \$ | 1,000.00 |
|------------------------------|-----------|-----------------|

| | | |
|--------------------------------|-----------|-----------------|
| (5608) Meeting Expenses | \$ | 5,400.00 |
|--------------------------------|-----------|-----------------|

| | | |
|--|-----------|-----------------|
| General Meetings (3 @ \$525) | \$ | 1,575.00 |
| Nibbles/Snacks at General Meetings (3 x \$350) | \$ | 1,050.00 |
| Special Meeting for MNU AGM prep (@ \$525) | \$ | 525.00 |
| Nibbles/Snacks at Special Meeting Meeting | \$ | 350.00 |
| Finance Day (Breaks & Lunch 7 @ \$75) | \$ | 525.00 |
| Key Executive Dinner Meeting | \$ | 500.00 |
| Breakfast/Lunch/Dinner Meetings (12 @ \$50) | \$ | 600.00 |
| Parking | \$ | 250.00 |
| Total | \$ | 5,375.00 |

| | | |
|------------------------------------|-----------|-----------------|
| (5609) Charitable Donations | \$ | 2,800.00 |
|------------------------------------|-----------|-----------------|

| | | |
|----------------|-----------|-----------------|
| Open donations | \$ | 1,000.00 |
| Local 5 AGM | \$ | 500.00 |
| MNU AGM | \$ | 1,300.00 |
| Total | \$ | 2,800.00 |

DISBURSEMENTS**BUDGET**

| | | |
|---|-----------|-----------------|
| (5610) MNU AGM (location Winnipeg) | \$ | 5,200.00 |
|---|-----------|-----------------|

| | | |
|---|----|----------|
| Caucus Meeting Room Rental (\$250 x 2 days) | \$ | 500.00 |
| Lunch (25 x \$40 x 2 days) | \$ | 2,000.00 |
| Recovery on Lunch (22 x \$20 x 2 days) | \$ | (880.00) |
| Banquet Donation | \$ | 300.00 |
| Banquet Table Reservation Fundraiser (3 @ \$25) | \$ | 75.00 |
| Banquet Evening - Hotel Room | \$ | 200.00 |
| Banquet Evening - Post Meeting Celebrations | \$ | 200.00 |

Alternates (2):

| | | |
|---|----|----------|
| Salary Replacement (2 x 2 x [\$49.092 + \$0.596 AA] x 9.68) | \$ | 1,923.92 |
| Hotel Room (1 room x 2 nights x \$200) | \$ | 400.00 |
| Breakfast/Lunch/Dinner per diem (2 x 2 x \$80) | \$ | 320.00 |
| Mileage (2 x 20 km round trip x \$0.43) | \$ | 17.20 |
| Travel Time (2 x 1 hr x [\$49.092 + \$0.596 AA]) | \$ | 99.38 |

Guests (4): Temporary removal due to covid and nursing shortage

| | |
|---|--|
| Salary Replacement (4 x 2 x [\$49.092 + \$0.596 AA] x 9.68) | |
| Hotel Room (2 rooms x 2 nights x \$200) | |
| Breakfast/Lunch/Dinner per diem (4 x 2 x \$80) | |
| Mileage (4 x 20 km round trip x \$0.43) | |
| Travel Time (4 x 1 hr x [\$49.092 + \$0.596 AA]) | |

| | | |
|--------------|-----------|-----------------|
| Total | \$ | 5,155.50 |
|--------------|-----------|-----------------|

DISBURSEMENTS continued**Budget****(5611) CFNU Biennium- held in odd years**

Registration (President, Vice-President, Secretary, Treasurer = 4 x \$800)

Salary (Secretary & Treasurer = 2 x 6 x [\$49.092 + \$0.596 AA] x 9.68)

Airfare (4 x \$1,200)

Hotel (2 x 6 x \$300)

Per Diem (4 x 6 x \$80)

Travel (4 x \$100)

Total \$ -**DISBURSEMENTS****BUDGET****(5612) Office Support**

\$ 42,000.00

Rent - Towers Realty (\$1,390.00 plus 5% GST {\$69.50} = \$1,459.50 x 12) * \$ 17,514.00

Phone & Fax - BellMTS (\$210 x 12) \$ 2,520.00

Cell Phones - Telus (\$210 x 12) \$ 2,520.00

Internet - BellMTS (\$100 x 12) \$ 1,200.00

Internet - Shaw (\$90 x 12) \$ 1,080.00

Copier Lease - Wells Fargo Equipment (\$170 x 12) \$ 2,040.00

Copier Usage - WBM Technologies (covers toner, parts & labour) (\$100 x 12) \$ 1,200.00

Office Insurance - Ducharme Agencies \$ 850.00

Office Supplies & Furniture (\$220 x 12) \$ 2,640.00

Document Storage - Iron Mountain (\$250 x 12) \$ 3,000.00

Shredding - Access (\$80 x 6) \$ 480.00

Alarm System Monitoring - Legal Locksmith \$ 300.00

SBH Parking Passes (\$130 x 12 x 2) \$ 3,120.00

labour on line.ca - yearly subscription \$ 600.00

IT Support - BRD Network Solutions (\$160 x 12) \$ 1,920.00

Microsoft Exchange Online (\$25 x 12) \$ 300.00

iCloud Storage (\$12 x 12) \$ 144.00

Zoom- virtual meeting platform (\$20 x 12) \$ 240.00

ESET Internet Security (\$15 x 12) \$ 180.00

Total \$ 41,848.00

*lease expires, may be subject to increase

(5613) Postage - - \$ 1,200.00**(5614) President's Salary**

\$ 114,300.00

Salary (\$56.107 x 2,015 hrs) Top of Nurse IV \$ 113,055.61

Academic Allowance (\$0.596 x 2015 hrs) \$ 1,200.94

Total \$ 114,256.55**(5615) President's Liability**

\$ 10,200.00

Income Protection (15 days x 7.75 hrs x \$56.107) \$ 6,522.44

Pre-Retirement Leave (4 days x 7.75 hrs x \$56.107) \$ 1,739.32

\$ 8,261.76

Burdens @ 23% \$ 1,900.20

Total \$ 10,161.96

DISBURSEMENTS continued**Budget****(5616) Vice President's Salary****\$ 83,500.00**

| | |
|--|---------------------|
| Salary (\$51.093x 1,612 hours) (0.8 eft, top of Nurse III) | \$ 82,361.92 |
| Academic Allowance (\$0.596 x 1612 hrs) | \$ 960.75 |
| Total | \$ 83,322.67 |

(5617) Vice President's Liability**\$ 7,400.00**

| | |
|--|--------------------|
| Income Protection (15 days x 0.8) x 7.75 hrs x \$51.093) | \$ 4,751.65 |
| Pre-Retirement Leave (4 days x 0.8) x 7.75 hrs x \$51.093) | \$ 1,267.11 |
| | \$ 6,018.76 |
| Burdens @ 23% | \$ 1,384.31 |
| Total | \$ 7,403.07 |

DISBURSEMENTS**BUDGET****(5618) Salary Replacement****\$ 25,500.00**

| | |
|---|---------------------|
| Treasurer - Finance Day Prep (9.68 x [\$49.092 + \$0.596 AA]) | \$ 480.98 |
| Finance Day (4 x 9.68 x [\$49.092 + \$0.596 AA]) | \$ 1,923.92 |
| Union Activities Support (48 x 9.68 x [\$49.092 + \$0.596 AA]) | \$ 23,087.03 |
| Local Leadership Education - 2 @ (2 x 9.68 x [\$49.092 + \$0.596 AA]) | |
| Total | \$ 25,491.93 |

(5619) Administrative Support**\$ 54,300.00**

| | |
|--|---------------------|
| Salary (\$32.61 x 32 hours/week x 49 weeks) | \$ 51,132.48 |
| Vacation (\$32.61 x 32 hours/week x 3 weeks) | \$ 3,130.56 |
| Total | \$ 54,263.04 |

(5620) Burdens on:**\$ 72,000.00**

| | |
|--|---------------------|
| Salary Replacement - Executive Education Day @ 23% | \$ 4,600.00 |
| Salary Replacement - Alternates - Ed Day @ MNU AGM @ 23% | \$ 230.00 |
| Salary Replacement - Guests - Ed Day @ MNU AGM @ 23% | \$ - |
| Salary Replacement - WSR Committee Education Day @ 23% | \$ 663.75 |
| Honoraria @ 9% | \$ 324.00 |
| Salary Replacement - Local 5 AGM (Nominations Chair) @ 23% | \$ 110.63 |
| Salary Replacement - MNU AGM Alternates @ 23% | \$ 442.50 |
| Salary Replacement - MNU AGM Guests @ 23% | |
| President's Salary @ 23% plus \$700 for HSA | \$ 26,979.01 |
| Vice President's Salary @ 23% plus \$700 for HSA | \$ 19,864.21 |
| Salary Replacement - Treasurer Finance Day Prep @ 23% | \$ 110.63 |
| Salary Replacement - Finance Day @ 23% | \$ 442.50 |
| Salary Replacement - Union Activities Support @ 23% | \$ 5,310.02 |
| Salary Replacement - Local Leadership Education | \$ - |
| Administrative Support Salary @ 23% | \$ 12,480.50 |
| Total | \$ 71,557.74 |

(5621) Management Fees (paid out of investments)**RECEIPTS****\$ 435,800.00****EXPENSES****\$ 479,100.00****TOTAL (deficit)****\$ (43,300.00)**

GRIEVANCE REPORT

Issues and grievances related to the application of the collective agreement are discussed and resolved or arbitrated with the active support, consultation, and assistance of our MNU labour relations officer (LRO) Mary Lakatos. *On behalf of our members we extend our heartfelt thanks to Mary for her advice and efforts. We so very much appreciate and are grateful for her ongoing support.*

*Please contact the Local 5 office for assistance **when an issue first arises**. Members are reminded that there are timelines for raising issues. Missing the timelines may prejudice your case.*

Grievance Statistics 2022

| | |
|---|-----------|
| Number of grievances carried over from previous years | 8 |
| Number of new grievances filed in 2022 | <u>3</u> |
| Total | 11 |
| Number of grievances resolved in 2022 | 4 |
| Number of grievances withdrawn in 2022 | <u>1</u> |
| Number of grievances carried over into 2023 | 5 |

Grievances Resolved in 2022

#2009-091 The union grieved because the employer regularly and routinely left the filling of unassigned/anticipated nursing shifts to the charge nurse or CRN

- * *Resolved when the file was closed after being adjourned sine die, with the implementation of the staff scheduling office and ESP system.*

#2021-060 The union grieved because the employer was refusing to honor a nurses red circling.

- * *Resolved when employer agreed to make proper application of the red circle rate and made nurse whole.*

#2021-201 The union grieved when the employer did not afford a member a medical accommodation.

- * *Resolved when matter was resolved to the satisfaction of the member.*

#2022-060 – The union grieved because the employer failed/refused to compensate nurses income protection benefits when they were scheduled for an overtime shift in accordance with article 16 and subsequently phoned in for reasons, specifically In article 23 to use their income protection.

- * *Resolved when the employer compensated member their income protection for the prebooked overtime shift for which they called in ill, as well provided agreement going forward that this will be the practice.*

Grievances Withdrawn in 2022

#2018-073 The union grieved because the employer utilized the practice of mandating nurses to staff the facility on a recurring and consistent basis.

- * *Grievance withdrawn on a without prejudice and precedent basis.*

Grievances Carried Over into 2023

#2020-178 The union is grieving because the employer's failure to comply with terms and condition of the Covid 19 MOU

- * *Issue remains at Regional discussions.*

#2021-050 The union is grieving because the employer is failing/refusing to compensate nurses when the employer imposes a change in work schedule prior to the next set of posted hours.

- * *Arbitration dates secured for July 25 & 26, 2023*

#2021—200 Union is grieving because the employer is requiring nurses who are unvaccinated/undisclosed vaccine status to report early to work to be swabbed, and refusing to pay for that time.

- * *Placed in abeyance February 23, 2022*

#2022-095 The union is grieving on behalf of a member issued an unreasonable discipline.

- * *GIP held on September 15, 2022*

#2022-123 The union is grieving on behalf of affected nurses who had time loss due to WCB claims, are not entitled to the full amount of the Incentive for Full Time employment (\$2000) as per MOU#31 of the collective agreement.

- * *Placed in abeyance August 24, 2022*

5 Year History of Grievances Filed

2022 - 3 grievances were filed

2021 - 8 grievances were filed

2020 - 13 new grievances filed

2019 - 13 grievances were filed

2018 - 22 grievances were filed

(Continued on page 22)

Ongoing Issues & Resolutions

(Complaint Stage of Grievance)

Total # of issues investigated, discussed or addressed in 2022 - 622

They were:

- ⇒ Resolved
- ⇒ Referred to NAC
- ⇒ Transferred to WCB Files *
- ⇒ Referred to MNU
- ⇒ Became grievances
- ⇒ No longer under discussion **

*Issues transferred to WCB files are referred to Susan Tremblay, MNU's LRO who specializes in WCB appeals.

**Issues reported as no longer under discussion are issues that were investigated and did not continue to discussion stage or did not proceed beyond the discussion stage.

The Local 5 office's workload did not diminish in any way in 2022 due to the ongoing presence of COVID-19. On a daily basis we attended meetings; responded to phone calls, phone messages, and emails; and ensured the numerous responsibilities of our office continued to be addressed.

Everything we do is in service to our members and we are grateful to each member who contacts our office for assistance.

5 Year History of Issues Files

2022—617 new files were opened
2021 - 575 new files were opened
2020 - 601 new files were opened
2019 - 398 files were opened
2018 - 444* files were opened

*included DTA & HRSS Overpayment files which are now reported separate and apart from the ongoing issues

Karen Sadler, RN
President, Local 5

Attendance Support and Assistance Program (ASAP)

| | |
|--|-----------|
| Number of files carried over from previous years | 5 |
| Number of new files opened in 2022 | <u>57</u> |
| Total # of files addressed in 2022 | 62 |
| Number of files resolved | 56 |
| Number of files closed* | 1 |

*meeting cancelled, no meeting held, member no longer at SBH

The union continues to reserve the right to grieve any issue related to the *Attendance Support and Assistance Program*.

Although ASAP meetings are non-disciplinary, the employer has the authority to review your attendance at work with you. This review must be done in a fair manner and be consistent with other units/managers in the facility. A review of your attendance is generally triggered by exceeding absence averages in the facility. *Please note that a review of your attendance should never take place during a notification (sick) call.*

We remind CRNs, coordinators, and nurses who perform charge responsibility that any information received from a nurse via a sick call is confidential and must be treated as such.

A review of attendance is usually an *informal meeting between a nurse and their manager* - it should not be in the tone of a reprimand. PTMs should be mindful of the confidential nature of these discussions and no one else should be present during these discussions.

Attendance issues should not be discussed in relation to a *Performance Conversation*.

If you have concerns regarding how your manager discussed your attendance with you please request that the Local president or vice president be present for any further discussions/meetings.

The employer will provide you with the number of respective dates of the sick incidences they have for you in their records. ***Do not assume this information is accurate as often it is not.*** Ask the employer for a copy of your sick incidences so that you can verify them with your own diary or pay statements.

Your PTM may indicate to you that discussions regarding your sick time are non-disciplinary, however these discussions ***are formal*** and on the record. If there are any further issues with your attendance, what you said during these discussions may become part of the formal process. A PTM's conversation with you regarding your attendance is considered a Step I ASAP meeting. If you are asked to sign or initial a document re the Step I meeting, please request and retain a copy for your records.

(Continued on page 23)

ASAP Step II or Step III Meetings

A meeting with employee relations regarding your attendance is considered a *Step II or Step III* ASAP meeting. This meeting involves the nurse, the nurse's PTM, employee relations, and the union.

Throughout 2022 Step II and Step III ASAP meetings took place virtually via Microsoft Teams.

Karen Sadler and I continue to hold the employer accountable to the ASAP process being a supportive one, as stated in the employer's policy.

Duty to Accommodate (DTA)

(Medical Accommodations)

| | |
|--|------------|
| Number of files carried over from previous years | 1 |
| Number of new files opened in 2022 | 176 |
| Total # of files addressed in 2022 | 177 |
| Number of members accommodated | 175 |
| Number of accommodation requests denied | 1 |

Human rights legislation compels employers and unions to have conversations regarding the need for accommodation for any of the protected rights.

<http://www.manitobahumanrights.ca/v1/education-resources/resources/reasonable-accommodation.html>

Duty to accommodate (DTA) meetings involve the nurse, employee relations, the disability coordinator from SBH occupational health, and the union.

Medical Questionnaire

A medical note from your healthcare provider is not sufficient documentation for being granted a medical accommodation.

The employer has a medical questionnaire that must be filled out by an employee's healthcare provider *prior* to the employer considering a medical accommodation request. This questionnaire is available in Occupational Health.

Medical Notes

Medical notes should be submitted to Occupational Health - *not* to your manager. We recommend that as a matter of courtesy, to send an email to your manager to let them know you have provided your medical documentation to Occupational Health.

If you are contemplating the need for or have any questions regarding a medical accommodation, please contact the Local 5 office.

Family Status Accommodations

The various pressures caused by COVID-19 has resulted many members requesting an accommodation due to family status (child/elder care).

Accommodations due to family status are treated as a standard accommodation - no medical documentation is required.

Gradual Return to Work (GRTW)

| | |
|--|-----------|
| Number of files carried over from previous years | 7 |
| Number of new files opened in 2022 | 84 |
| Total # of files addressed in 2022 | 91 |
| Number of members returned to payroll | 65 |
| Number of files carried over into 2023 | 36 |

**GRTW cancelled/no meeting held/member no longer at SBH*

Of the 91 GRTW files addressed in 2022, 24 files were related to nurses returning to work from a WCB claim.

The GRTW process is an asset to any nurse returning to the workplace after an injury, WCB claim, MPI claim, HEB claim, or sick leave.

If you have any questions regarding the gradual return to work process, please contact the Local 5 office.

HRSS Overpayments

| | |
|--|------------|
| Number of files carried over from previous years | 5 |
| Number of new files opened in 2022 | 196 |
| Total # of files addressed in 2022 | 201 |
| Resolved/repayment plan agreed to | 8 |
| No response from member - file closed | 25 |
| Became a grievance | 0 |
| Number of files carried over into 2023 | 23 |

Article 4001 states:

The employer may not make deductions from wages unless authorized by statute, by Court Order, by Arbitration Award, by this Agreement, by the Union or to correct an overpayment error made in good faith. Where an error has been made in good faith, the Employer shall be entitled to recover any overpayment made, for a period of time that does not extend further back than twelve (12) months from date of discovery, provided:

(Continued on page 24)

- (a) Once the error is discovered, notice and a detailed breakdown of the error is given by the Employer to the affected nurse and the Union as soon as practicable;
- (b) The proposed recovery is made in as fair and reasonable a manner as possible; and,
- (c) The proposed recovery is made over a period of time which is no less than the period during which the overpayment was made unless otherwise agreed between the Employer and the nurse.

In the event a nurse retires from or leaves the employ of the employer before the employer is able to fully recover an overpayment as contemplated in this article, the employer shall be entitled to make a full recovery at the time of retirement or the termination of employment of the nurse and reduce accordingly any payments that might be owing to the nurse to recover the overpayment.

When HRSS determines an employee has been overpaid, they issue the employee an *overpayment package* which includes instructions to contact HRSS for an explanation of the overpayment.

When our office receives an email notification from HRSS regarding an overpayment for a member, we reach out to the member to let them know that should they arrange a fair and reasonable repayment plan with HRSS *if they find HRSS's explanation of the overpayment satisfactory.*

We continue to monitor HRSS overpayment notifications to ensure HRSS is abiding by article 40 of the collective agreement.

If you have any questions regarding an overpayment, please contact the Local 5 office.

Mandatory Overtime & Reassignment

Incidents of mandatory overtime and reassignment are voluntarily reported to the Local by nurses who fax us a copy of the "Notification to the Union of Mandatory Overtime or Reassignment" reporting form. In addition, we are now receiving MOT stats from the employer on a regular basis.

Karen and I continue to discuss mandatory overtime and reassignment with the employer.

Questions or concerns regarding mandatory overtime and/or reassignment? Please contact the Local 5 office.

Mandatory Overtime Statistics

| Program | 2022 ¹ | 2022 ² | 2021 ¹ | 2021 ² |
|--------------------------|-------------------|-------------------|-------------------|-------------------|
| Woman & Child | 337 | 703 | 63 | 209 |
| Cardiac Services | 46 | 313 | 31 | 163 |
| Critical Care | 29 | 93 | 139 | 196 |
| Surgery | 102 | 484 | 150 | 469 |
| Medicine/Family Medicine | 202 | 670 | 182 | 551 |
| Emergency | 96 | 162 | 61 | 153 |
| Mental Health | 284 | 227 | 109 | 96 |
| Palliative Care | 87 | 73 | 33 | 33 |
| Total | 1183 | 3202 | 768 | 1870 |

¹ notifications received in the Local 5 office from members

² stats provided by the employer (When a nurse documents their overtime in the ASA they must indicate the type of overtime (OT pre-booked, OT incremental, OT mandated and missed breaks.)

Reassignment Statistics

In 2022 - 338 instances of nurses being reassigned to another unit were reported to the Local vs the 281 instances reported to us in 2021.

We urge nurses to keep track of their reassignments in case there is a discrepancy between your records and the staff scheduling office's records.

Reassignment Premium

Article 2804 B(e) of the collective agreement includes a \$6/ hour premium for reassignments that are *foreseen* staffing shortages.

*Sheila Holden, RN
Vice President, Local 5*

Workers Compensation Board (WCB)

WCB Claims and Employer Appeals

The Workers Compensation Board Act allows for:

- * **employees** to appeal a claim that was denied by WCB,
- * **employers** to appeal an employee's approved WCB claim.

If a member's claim is denied by WCB or if a member's approved WCB claim is subsequently appealed by the employer, we turn to MNU for assistance. MNU LRO Susan

(Continued on page 25)

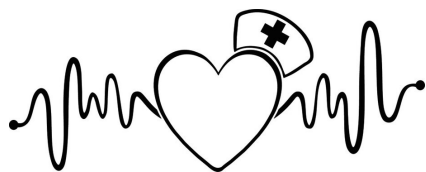
Tremblay deals with all things related to WCB. Part of MNU's process in assisting our member is requesting from WCB the member's file for Susan to review.

Although the appeal process is allowed under the WCB Act, our members are always deeply affected when the employer takes this action.

If you have had your WCB claim denied or if your approved WCB claim is subsequently appealed by the employer, please contact the Local 5 office for assistance.

WCB Claim Suppression and Document Destruction

An update will be provided at the AGM.



In 2022 the employer notified us of 32 incidents where a nurse suffered verbal/physical abuse in the workplace. This is down from the 47 incidents that were reported to us in 2021.

It is discouraging for us to see these numbers as this speaks to the difficult/dangerous situations members often find themselves in in the workplace while caring for patients.

When we receive a report from the employer, we follow up with the affected nurse so that they know we were notified of the incident, and that if they require any additional support they should contact our office.

If you have any questions or concerns regarding abuse in the workplace, or injury / exposure concerns, please contact the Local 5 office.

Karen Sadler, RN
President, Local 5

In loving memory

Vera Chernecki

As nurses, we are used to seeing the cycle of life up close, however, that doesn't make it any less painful when it comes to loss.

This past July Vera Chernecki passed away. This was a profound loss and the news has affected our MNU family deeply.

An admired and inspiring leader with a 36-year career in health care, both at the bedside and bargaining table, Vera Chernecki had a passion for educating and mentoring. In work, community and family, Chernecki's life was one of dedicated service to humanity, a caring spirit at the heart of everything she did.

She graduated from the St. Boniface Hospital School of Nursing in 1962, devoting her life to health care and later served as president of the Manitoba Nurses Union from 1981 to 1999. Chernecki will long be remembered for her many years of leadership in, and passion for, the fight to improve nurses' working conditions and the quality of patient care. In January 1991, during her tenure with MNU Vera led nurses in the province in a month long strike when negotiations broke down.



Following her retirement, Vera remained active, participating in MNU's AGMs for many years as their parliamentarian, and was a well-respected and highly regarded parliamentarian for other unions and organizations.

"Always very eloquent and always the voice of reason, Vera will be so missed by her family and many friends," said MNU President Darlene Jackson.

"Vera has left a lasting legacy at MNU, as many of you can attest, and she waded into every conflict, both big and small, with unwavering grit and determination. May you rest in power, my friend."

Our deepest condolences go out to Vera's beloved family, friends, colleagues and all who were lucky enough to know her.

MNU BOARD REPRESENTATIVES REPORT

The MNU Board of Directors consists of the president, Darlene Jackson; vice-president, Val Watton; secretary-treasurer, Tracy Bassa; and elected representatives from all regions of the province. St. Boniface Worksite 5 board members are Renate Scheffer-King and Laura Schattner.

Board Restructuring

During the last AGM in 2022, the members voted to restructure the provincial board and condense it. Starting in May 2023, the board will decrease from 20 to 13 members. St. Boniface local 5, will no longer have its own two board representatives. St. Boniface will now be included among the five acute hospitals, Concordia, Grace, Seven Oaks, Victoria, and St. Boniface, making up the Local called Winnipeg Regional Acute Care. This local will have one representative on the MNU board. Shared Health (HSC) will have its own representative for both acute and non-acute, as will Winnipeg long-term care, and Winnipeg community care. The other significant change that is taking place is the name, St. Boniface Hospital local 5 will now be known as Worksite 5.

Nursing Shortage

The nursing shortage crisis continues to become more and more dire. Manitoba is short approximately 2000 nurses, with over a million hours of overtime province-wide in 2022. Throughout the province, volunteer and mandatory overtime are still prevalent. Agency use has also increased and at many sites in rural Manitoba, there are no regular staff and care facilities are being operated solely by agency nurses. Facilities are consistently working short nurses with periods of unsafe staffing levels. Nurses throughout the province are being reassigned to other units at increasingly high rates.

MOU re: Incentives

In November, the government and MNU released an MOU to help recruit retired nurses and retain current nurses. While MNU advocated to the government for every nurse to benefit from this MOU, they were resistant in some areas. If you have any questions regarding the incentives please contact our Local 5 office.

Workload Staffing Reports (WSR)

This report is vital in communicating workload and staffing concerns to the employer and MNU. St. Boniface Hospital was among the first to use the online reporting system, and since then, HSC and the northern region have joined with accessing WSRs online this year. Many are saying it is easier to fill out online. Unlike paper copies, these cannot be lost or misplaced.

Communications

MNU is looking to improve communication between the worksite/locals and the main office. Bridget Whipple (MNU's researcher) developed a survey monkey questionnaire to provide simplicity, consistency, and standardization of questions to help relay information back to MNU. Some of the issues MNU tracks are overtime, Voluntary and mandatory, reassignment, violence occurrences, and vacancies in facilities.

Charities

Every year, MNU supports many local charities. This year we have supported Main Street Project, Diabetes Manitoba, MFL – Women's Committee, Sunshine House, Manitoba Harvest (formally Winnipeg Harvest), and increased funding for the campaign for universal pharmacare and dental care.

MNU AGM

Last year's 2022 AGM was the second and hopefully last time that it was held virtually. Our own Local 5 president, Karen Sadler, received the Yellow Ribbon Award during this AGM! This year's AGM will take place in Brandon at the Keystone Centre on April 25th and 26th, 2023. There will be a welcome reception on Monday evening and a "Roaring Twenties" themed banquet on Tuesday night. There will be elections for the MNU secretary-treasurer and vice president positions. Worksite 5 nurses looking to attend and represent worksite 5 at the 2024 MNU AGM can submit their nomination forms to the worksite 5 nomination committee. Elections will take place on the night of the Worksite 5 AGM, March 8th, 2023.

Canadian Federation of Nurses Unions (CFNU) Biennial Convention

The 2023 biennial convention will take place in person this year in Charlottetown, Prince Edward Island, June 5-9, 2023. The last conference was held virtually in 2021.

As the last time board representatives for our St. Boniface Local 5, it was our pleasure to serve you. As always, even though we may no longer be your in-house board representatives, we can always be contacted with any questions or concerns. Laura Schattner is running for board representative for the Local Winnipeg Region Acute Care.

**In solidarity,
Renate Scheffer-King, RN BN CPN (C)
Laura Schattner RN MN**

WORKLOAD STAFFING REPORTS COMMITTEE

First of all I would like to thank all SBH nurses for their hard work and dedication to their profession throughout this pandemic.

I also want to thank my fellow committee members for their efforts in keeping up with the WSRs and contacting members when needed.

The committee is comprised of nurses working in the hospital, whom are given assignments to the different areas of the hospital. This is a great way to know what is going on in the building and to learn about the different units. If you are interested participating on this committee (and we would love to have you), please contact the Local 5 office or myself.

I also thank Sheila Holden for her work with the committee. She is the liaison between the committee and the Local 5 office and brings a wealth of knowledge and support to our committee. *Thank you Sheila!*

What is a Workload Staffing Report (WSR)?

The online Workload Staffing Report (WSR) is a joint union/ employer problem-solving tool for documenting and addressing unresolved workload and staffing concerns. MNU members can access the online WSR by logging onto the member portal on MNU's website. The online WSR is a quick and easy way for nurses to convey their concerns to their employer and the union.

Process for Reporting a Concern

I know that after a difficult shift, filling out a form is often the last thing an exhausted nurse wants to do. However, it's important for nurses to report every incident where they feel their ability to provide safe patient care has been jeopardized by heavy workload and/or staffing concerns.

The following steps outline the general process for reporting a concern;

1. Nurse discusses issue at unit/ward/program level.
2. If unresolved, nurse discusses concern with manager.
3. If unresolved, nurse completes a WSR.
4. Manager has 14 days to respond to WSR.
5. WSRs are discussed (individually or collectively) at Nursing Advisory Committee meeting.

A nurse should never be afraid to file a WSR as it is part of the MNU Collective Agreement (article 11).

WSR Committee 2022/2023

At time of writing this report your WSR Committee Reps for 2022/2023 and their areas of responsibility are as follows:

Renate Scheffer-King (LDR):

- * **Diagnostic Imaging:** Angiography, Bone Density, CT Scan, MRI, Mammography, Nuclear Medicine, Ultrasound, X-Ray
- * **Cardiac Sciences Program:** CR4 CSIU, A5 Cardiology, 6AS.6AW Cardiology, Pacemaker Clinic, Y2 Cardiac Specialty Care, Cardiac Clinics
- * **Critical Care Program:** ACCU, ICMS, CR5 ICCS, Critical Care Resource Team
- * **Medicine/Family Medicine Program:** , E6 Medicine, B5 Medicine

Laura Schattner (ICCS):

- * **Emergency Program:** Emergency, MLA, Specialty Resource Team
- * **Woman & Child Program:** LDR, NICU, 3MCU, 4B Antepartum/Gyne, Obs Triage, Lactation Support, Fetal Assessment Unit, Woman & Child Resource Team, ACF Women's Health, ACF Pediatrics,
- * **Mental Health Program:** M2/M3 Adult Inpatient Unit, Psychiatric Liaison Nurses (PLNs)
- * **Medicine/Family Medicine Program:** E5 Medicine
- * **Surgery Program:** A4S Urology/Vascular

Tay Taylor (CR1 Cardiac Clinics):

- * **Clinical Support Services:** Day Hospital, ACF Medicine, ACF Surgery
- * **Medicine/Family Medicine Program:** E4 Family Medicine/CAU, Medicine Resource Team
- * **Palliative/Renal:** 8A Palliative Care, Hemodialysis, Peritoneal Dialysis, Renal Resource Team
- * **Surgery Program:** B2 PAC, B2 Surgery, Vascular Access, L2 Pre Op Holding & Day Surgery Recovery, 7AS, 7AW, NFA, OR & PARR, Surgery Resource Team

WSR Committee

Renate Scheffer-King and Laura Schattner were both elected by acclamation January 6, 2022 for a two year term (May 1 2022 - April 30, 2024). Kim Plantz and Tay Taylor joined the committee over the past year.

WSR Statistics

As of January 9, 2023, 333 WSRs have been received for 2022 compared to the 152 reports received for 2021.

110 WSRs remain outstanding for 2022 as they have not been responded to by the employer (WSR with manager's/ supervisor's comments not yet received). Karen Sadler is following up on the outstanding WSRs at NAC.

Renate Scheffer-King, RN BN CPN (C)
Chair, Workload Staffing Reports Committee

JOINT EDUCATION FUND COMMITTEE REPORT

This committee consists of both union and employer representatives.

Although the Joint Education Fund committee is scheduled to meet monthly (except July and August) to review and approve the short-term and long-term financial requests submitted by Local 5 members, and the committee's financial statements, no meetings of this committee took place in 2022 due to COVID-19. Funding continues to be approved on a case by case basis as per the criteria.

The employer provides the administrative support for this committee. We wish to express our thanks and appreciation to Ency Agapito for her support to this committee in 2022.

Funding

Up to \$1,000 per member, per fiscal year is available for education funding related to nursing. This fund has a healthy balance - we encourage all members to take advantage of educational opportunities and apply for this funding.

Funds are paid out as the supporting documents (proof of attendance and receipts) are received. Most delays in paying out funds are related to the supporting documents not being received or the cost centre not being indicated on the application form.

*Please review the **Joint Education Fund** criteria found on the back of the application form. Applications must be received within 30 days of attendance/completion of conference/course*

Employer Sponsored Educational Development Fund (ESEDF)

This fund is a collective agreement benefit.

Article 2407 (c) states:

*A nurse shall be granted, upon written request, funding up to a maximum of \$200 per fiscal year, to attend approved workshops, courses, and other programs that are relevant to nursing practice. Such requests must be submitted to the senior nursing manager or designate, **prior to attendance at such a program**. The \$200 allowance referenced herein shall be for reimbursement of tuition or registration and recommended/required books, and shall occur upon satisfactory completion of the workshop, course, or education program.*

*Although language is found in the collective agreement regarding this funding, it is managed and approved by the employer and is **separate and apart** from the Joint Education Fund Committee's responsibilities.*

*Sheila Holden, RN
Vice President, Local 5*

Kim Kotelo Memorial Award

In December of 2021, Red River College Polytech announced the establishment of the Kim Kotelo Memorial Award for Nurses. This award, valued at \$1,000, is presented annually to a student completing their third year of the Bachelor of Nursing program.

A graduate of the RRC Polytech's nursing program, Kim worked as an acute care nurse at the Health Sciences Centre through the COVID-19 pandemic and passed away in April of 2021.

We are happy to share that the first recipient of this award is Katrina, a nurse working in the Surgery program at SBH, working on her favourite surgical ward – A4S.

In honour and celebration of this first award, Local 5 has made a \$1000 donation on behalf of our members to the Kim Kotelo Memorial Award Fund. We are very proud that the first nurse to win this award was a nurse at our worksite.

We are excited to support the fund for this award and look forward to its continued success in supporting nursing students as they near the end of their formal education.



JOINT UNION HOSPITAL COUNCIL REPORT

Joint Union Hospital Council (JUHC) is a committee of executive level employer representatives and representatives from all unions at SBH. This committee meets 10 times during the year to review and discuss events, information and issues relevant to our site. Sheila Holden and I are the Local 5 representatives on this committee. Our LRO Mary Lakatos is invited to attend these meetings as well. This years JUHC meeting agendas included standing items such as:

- ◆ President and CEO updates
- ◆ Financial updates
- ◆ Covid updates
- ◆ Wayfinding
- ◆ SBH Board of Directors Strategic Initiatives
- ◆ Long Service Awards
- ◆ Capacity Management Protocols

Sheila Holden and I value the opportunity to have these meetings with the hospital executive and the other union representatives to share our opinions and concerns on issues that affect our members. Meetings for 2022 took place via teams.

Emergency Department Redevelopment Project

This \$94 million project is estimated to be completed sometime in 2025 although COVID has already had an impact on the progress of the redevelopment,

Things are certainly coming along however it has been quite disruptive to traffic as well as access to parking at SBH.

The employer created an “Emergency Department Construction Newsletter” which provides monthly updates on the progress of the work of this massive project. The newsletter is available on the SBH webpage (<https://stbonifacehospital.ca/ed-project/construction-updates/>).

Employee Engagement Survey

Late fall of 2021, approximately 1800 staff responded to the survey. Results were released in March 2022.

SBH Executive Leadership announced “an action plan” to address the 3 top priority areas for improvement:

- * Workload and manageability
- * Health and wellness support
- * Better communication

Under the workload manageability category SBH would be addressing the following:

- ◆ Improvements to Self-Scheduling Office (SSO)
- ◆ Rotation reviews
- ◆ Recruiting

*Karen Sadler, RN
President, Local 5*

Local St Boniface Hospital Hero

Blake Morden was among a group of 17 Manitobans whose quick thinking helped save the lives of two beachgoers in June of 2021. Blake paddled his kayak against a stiff wind on Lake Winnipeg’s choppy frigid water to bring to safety a young girl, and one of her rescuers after her inflatable was pushed by strong winds beyond the buoy line. With everything he had in him, he was able to tow them to safety.

On January 21, 2023, the Lifesaving Society together with the Honourable Anita Neville, Lieutenant Governor of Manitoba announced that Blake, along with 16 other Manitobans, would be a recipient of the M.G. Griffiths Award for his part in a group effort in saving the stranded beachgoers.

Blake is a longstanding critical care nurse, currently working in post anaesthesia. We are not surprised by his quick and selfless action and thank him for his act of courage.

Members should know about....

Benefits & LOAs

Any inquiries regarding benefits, LOAs, or ROEs must be directed to HRSS.

We recommend members contact HRSS *via email* as this will create an incident number which will help you to track your concern and ensure it is being addressed.

HRSharedServices@wrha.mb.ca

If you are off work on an unpaid LOA, please ensure you prepay your benefits - most importantly - your LTD benefit. Failure to do so could jeopardize your eligibility to be accepted for LTD.

Personal Health Information Act (PHIA)

Accessing your own personal health information (or that of a family member or friend) in the workplace is a violation of PHIA.

A nurse who is found to have accessed their own personal health information, or that of their family/friends, will be called into a workplace concerns meeting with the employer.

SBH takes PHIA breaches very seriously. Any nurse who is found to have breached PHIA could be subject to a one or two day suspension from the workplace, and may be reported to their respecting college as a result.

Patient Medical Records

Members should be mindful that as a nurse you can only access a patient's medical record once that patient is formally assigned to you.

Under no circumstances should a nurse review/preview a patient's medical record on the possibility that that person may become their patient.

Self Scheduling

Article 1505 (formerly MOU #32) of the collective agreement provides an opportunity for members to group self schedule.

If nurses in your area are interested in learning about group self scheduling, please contact the Local 5 office for more information.

If you are a New Hire to SBH

Please make sure you **thoroughly** read your letter of hire and ensure you provide proof of your credentials to HRSS within the timelines noted.

Representation of the Night Shift

Despite the representation of the night shift on rotations and posted hours, the night shift is still considered to be the first shift of the calendar day as per article 1503 of the collective agreement.

Systems Applications and Processes (SAP)/

HR Shared Services (HRSS)

If you have any concerns related to HRSS, please contact our office as soon as possible so we can provide assistance.

NURSING ADVISORY COMMITTEE REPORT

As stated in article 1103 of our collective agreement, the Nursing Advisory Committee (NAC) is a joint committee comprised of union and management representatives mandated to:

- i) Review and make recommendations relative to those unresolved issues relating to workload and staffing;
- ii) Provide a forum for discussion and make recommendations on issues relative to nursing professional practice such as nursing standards, nursing functions, physical planning and layout of facilities.

Any nurse or group of nurses who feel an issue has not been resolved at the unit level, may refer the issue to the NAC. The issue could pertain to workload, staffing, nursing standards, and nursing functions as well as the physical environment.

Sheila Holden, Renate Scheffer-King, and I served as the Local's NAC representatives in 2022. Employer representatives were Melody Damm, PTM, 5E Medicine; Sarah Gilchrist, Program Director Critical Care; Kate Whitton, Program Director, Woman & Child; and Kyle Penny, PTM, Emergency. In November 2022 Melody Damm retired and was replaced with Arthur Chan PTM of 6E and Kate Whitton, Director of W&C who went off on a Mat LOA. Sarah Gilchrist and I serve as co-chairs for this committee.

NAC met five (5) times in 2022. Along with the items highlighted in this report, issues discussed at NAC included:

- * Issues related to PTMs/supervisors not responding to WSRs and/or the length of time it takes for PTMs/supervisors to respond to WSRs.
- * Intimidation by PTMs/supervisors to members to *not* fill out a WSR
- * Mandatory overtime in general
- * Inappropriate comments by supervisors when mandating a nurse
- * Mandating a nurse on one unit and then reassigning them elsewhere
- * Un-safe staffing in the Mental Health pods
- * Nursing vacancies
- * The use of agency nurses within the facility
- * Reassignment of a nurse
- * Staffing concerns in Hemodialysis
- * The aggressive tactics used to pressure nurses to pick up shifts and OT (calls to personal #'s by CNO RF.
- * Number of nursing sick calls in a 24 hour period.

Workload Staffing Reports (WSRs)

WSR statistics are reviewed and discussed at each NAC meeting. Difficulties/issues related to the WSR process and the online form were also reviewed.

Requests for in-service for nurses re-education to the online WSR were tabled at NAC.

Unfortunately, all programs continue to experience incredible workload issues this past year. Prior to the pandemic we were in a *nursing shortage*. Since the arrival of COVID-19 that

shortage has become a *crisis*!

At the end of 2022 our records indicate that 110 WSRs filled out by our members in 2022 did not receive a response from the respective manager/supervisor. We are following up with the employer on this issue as the majority of these WSRs were completed online and a copy would have gone directly to the PTM/supervisor at the time the WSR was generated.

Many thanks to Renate Scheffer-King, Tay Taylor, and Laura Schattner for your service on the WSR committee in 2022. Your work, efforts and commitment to and on behalf of nurses, is very much appreciated.

A special thank you to Sheila Holden who attends all WSR meetings as a resource/advisor.

Agency Nurses

This is a moving target discussion for us at SBH. Historically SBH and our local rarely used agency nurses until the wheels fell off the bus with COVID-19. Since then trying to get an honest accounting of agency use has been a challenge. Our, LRO Mary Lakatos filed a grievance with SBH re agency use and payment of same and we continue to have discussions regarding a satisfactory resolution to this issue.

We are getting closer and hope to have a resolution which will provide for a transparent process and discussion.

In closing, nurses continue to be subject to various directives from the employer as the employer attempts to address the staffing issues at SBH. We encourage members to advocate safe practices whenever they are mandated or reassigned, and to fill out a WSR as documentation of those concerns.

*Karen Sadler, RN
President, Local 5*

**Thank you to Leah Strong,
Administrative Assistant to Sarah
Gilchrist who is our administrative
support for our NAC!!**

EMPLOYERS ORGANIZATION NURSING ADVISORY COMMITTEE REPORT

Each local/worksites/region in the WRHA is represented by their local/worksites/regional president along with two MNU members-at-large: Darlene Jackson, president MNU, and a member-at-large - currently Kathleen Stark, MNU Board Rep from HSC .

The president of MNU and Ray Sanchez, Nursing Leadership Council (NLC) representative, sit as co-chairs on this committee. (Ray is also the CNO of the Victoria General Hospital.)

Committee Name Change

The changes made to the regional employer organization groupings that arose from the Healthcare Sector Bargaining Unions Review Act (HSBURA) otherwise known as Bill 29, came to fruition with the new collective agreement. These changes resulted in this committee having to change its name from the Regional Nursing Advisory Committee (RNAC) to the Employers Organization Nursing Advisory Committee (EONAC).

Although the name of the committee has changed the language in the new collective agreement remains the same.

Contractually the mandate of this committee is to resolve regional issues related to staffing and scheduling; prolonged periods of work (consecutive hours and consecutive shifts); standby assignments; and the use of

part-time additional shifts and casuals shifts as it relates to the creation of permanent positions. The process of the EONAC is outlined in article 1105 of the collective agreement.

EONAC only met twice in 2022. COVID-19 continued to impact on our attendance at meetings and the ability for us to have quorum at our meetings. As a result, the majority of the issues discussed at the two meetings that were held all related to COVID-19.

As a committee we look forward to maintaining our meeting mandate for 2023.

*Karen Sadler, RN
President, Local 5*

Run by Nurses—For Nurses

The Manitoba Nurses Union (MNU) is the only health care union in the province that represents all categories of licensed nurses. Founded by nurses, the Manitoba Nurses Union (MNU) is an active, member-driven

organization dedicated to meeting the unique needs and interests of its members. First and foremost, the union enables members to voice their concerns on issues that affect their profession.

A source of strength and support for Manitoba nurses, our all-nurse membership and management structure ensures the union addresses pressures and challenges inherent in the nursing profession.

Manitobanurses.ca is your source for information regarding your collective agreement, updates on incentives, WSR portal, board minutes and more.



As a nurse at St Boniface Hospital, you are a member of the MNU

WORKPLACE SAFETY & HEALTH COMMITTEE REPORT

The Workplace Safety & Health Committee is a federally and provincially mandated committee that consists of six management members and six worker representatives from the various unions within the hospital.

Although Local 5 is entitled to have two worker reps on this committee, this past year I was the lone Local 5 rep on this committee.

Safety & Health Issues

As a worker, it is your right to participate in the detection, evaluation, and mitigation of workplace hazards. If you have a safety concern, we encourage you to first discuss it with your manager or supervisor. If this does not resolve the issue, please contact a representative of the Workplace Safety and Health Committee via internal email so that we can assist with a resolution to your concern.

If the committee and your manager are unable to resolve a safety issue/safety situation, please contact SBH's Health and Safety Department (204-237-2349) and/or SAFE work Manitoba (204-957-SAFE) and relay your concerns. They will provide you with guidance or will intervene on your behalf.

It is important to know that workers cannot be disciplined or discriminated against for reporting health and safety concerns to a supervisor, safety and health committee, union or the government Workplace Safety and Health Division.

Committee Meetings

- Having issues with scheduled date, lots of worker members unable to attend. Currently reassessing day/time we meet
- Now in person, but have option to meet online

Workplace Wellness Consultant

- Shared her role and responsibilities with the Committee workers.

Health and Safety Committee Training

- Two half day safe work Manitoba sessions scheduled
- Still need to orientate new staff to committee

Code Red

Currently recruiting disaster management coordinator for hospital. Contingency plan in place for fire emergencies.

Communication with WS&H branch

- Committee currently discussing implementation and upcoming development regarding Manitoba Association of Safety in Healthcare (MASH).
- Safety team to update policies for MASH audit, will be reviewed by safety committee before finalizing.

Amber Hillstrom, RN
Local 5, WS&H

Members should know about....

Social Media Awareness

Nurses are reminded not to post on social media any information or work related comments that may identify patients or place of employment (your email address may identify your name and therefore employer/patient).

Keep photos, videos, and postings professional. An inappropriate work related post on social media may be viewed as a violation of the nurse's code of ethics and the nurse could be reported to their respective college.

WRHA CONTINUING EDUCATION FUND COMMITTEE REPORT

The WRHA ConEd Fund committee is a joint committee consisting of management and union representatives. MNU representatives from the eight Winnipeg hospitals as well as members representing long-term care and the Winnipeg Community Health Care Region, participate on this committee which meets quarterly. Management (Molly Blake, Regional Infection Prevention and Control, and union (Dana Orr, Riverview) co-chair the committee.

Funding for the WRHA Continuing Education (ConEd) Fund Committee is discretionary from Manitoba Health on an annual basis. This funding is **not** negotiated at bargaining **nor** is it included in the collective agreement.

Monies flow from Manitoba Health to the provincial Nurses Recruitment & Retention Fund (NRFF) committee.

The WRHA ConEd Fund committee represents nurses throughout the WRHA as well as nurses employed outside of the RHAs (e.g. government nursing departments and Canadian Blood Services).

Money from this fund can be obtained for costs related to :

- * Registration/tuition/travel*/parking and accommodation costs to attend workshops, university courses, conferences or seminars (\$500.00 annually per nurse);
- * Education subsidies (for short term education programs) - maximum of two days per year (for nurses who are required to take an unpaid leave of absence in order to attend an educational program).

**only travel with Canada*

The committee struggled to find meeting times that allowed for quorum this past year. As a result updates between the committee members and use of the funds were circulated quarterly via email.

Education Subsidy Rates

The following rates have been effect since April 1, 2019 and did not change for 2022:

| | | |
|--------|---------------|-------|
| RN/RPN | 8 hour shift | \$340 |
| | 12 hour shift | \$500 |
| LPN | 8 hour shift | \$240 |
| | 12 hour shift | \$360 |

Nurse Practitioner Subsidy

The following rates went into effect December 3, 2019 and did not change for 2022:

| | | |
|----|---------------|-------|
| NP | 8 hour shift | \$425 |
| | 12 hour shift | \$625 |

Funding

Funding for ConEd is based on a budget for the fiscal year of April 1st to March 31st.

The total budget allotted to ConEd for the fiscal year of 2022 was \$811,929.30 (This amount is inclusive of the committees' administrative costs).

To date with some known monetary commitments for 2023, the ConEd Fund has approved and spent \$347,700.85.

This leaves a balance of \$464,328.75 available for use in this remaining fiscal year ending March 31, 2023.

Bilingual/French Nursing Grant

Bilingual/Francophone nurses who are newly hired into a position where bilingualism/French language is a requirement **and** have not been employed in any such position in the six months prior to the grant application, are eligible for this \$2,000.00 grant. Nurses meeting the eligibility criteria are encouraged to apply.

For further information, please contact the Nurses Recruitment and Retention Fund toll free 1.877.681.4983.

Applying to the WRHA Continuing Education Fund

Mail (do not fax) completed application forms to:
WRHA Continuing Education Fund
120 Tecumseh Street
Winnipeg, Manitoba R3E 2A9

Inquiries?

Phone 204.334.3433 Email coned@matc.ca

* * * * *

Many thanks to Audrey German, administrative assistant for her efforts on behalf of the committee. Thank you also to Molly Blake and Dana Orr for their willingness to share the co-chair responsibilities for this committee.

*Karen Sadler, RN
President, Local 5*

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[illegible]

Proxy Votes: *Please read carefully!*

Article IX—Elections

9.04 A member who is unable to attend the annual meeting ***only by reason of being on duty*** may appoint another member as her/his proxy, provided that no member shall hold more than two (2) Proxies.

The proxy must be completed and the original signed by the member who is working, indicating which member he/she is assigning the proxy to.

PROXY - MARCH 8, 2023

I, _____ a member in good standing of St. Boniface Nurses Local 5, of the Manitoba Nurses' Union, ***by reason of being on duty***, hereby assign my Proxy vote for the 2023 MNU Local 5 Annual General Meeting to the member listed below, who is a member in good standing of St. Boniface Nurses Local 5.

| | |
|--|---|
| _____ Name of Member Receiving Proxy (please print) | Signature _____ Member Receiving Proxy |
| Dated: _____ | Signature* _____ Member Giving Proxy |

**My signature affirms that I am unable to attend the elections because I am at work*

PROXY - MARCH 8, 2023

I, _____ a member in good standing of St. Boniface Nurses Local 5, of the Manitoba Nurses' Union, ***by reason of being on duty***, hereby assign my Proxy vote for the 2023 MNU Local 5 Annual General Meeting to the member listed below, who is a member in good standing of St. Boniface Nurses Local 5.

| | |
|--|---|
| _____ Name of Member Receiving Proxy (please print) | Signature _____ Member Receiving Proxy |
| Dated: _____ | Signature* _____ Member Giving Proxy |

**My signature affirms that I am unable to attend the elections because I am at work*

St. Boniface Registered Nurses' Alumni Association



BURSARIES AVAILABLE

The Alumni understand the difficulties with respect to furthering one's nursing education in an ongoing pandemic, and remains committed to assisting nurses by offering the following:

St. Boniface Nurses' Alumni Bursary - \$1,000 (two)

Anonymous Donor Bursary - \$1,000

To be considered, applicants must:

- * be or become a paid members or an associate member* of the Alumni;
- * provide proof of enrolment for workshops, conferences, or courses, along with the cost of same;
- * provide information regarding any other funding received;
- * provide a one-page summary of proposal for research studies;
- * submit a letter of application by April 30, 2023

*For membership information please visit [Nursing Alumni Association - St Boniface Hospital](#) or email the Nursing Alumni Association sbgh.rnalumni@gmail.com

The Alumni Association reserves the right to request the return of funding should the candidate not complete the research or not attend the workshop or conference other than for reasons of personal illness.

Those interested should apply in writing to:

St. Boniface Registered Nurses' Alumni Association
Attention: Treasurer
Room NG018
409 Taché Avenue
Winnipeg, Manitoba
R2H 2A6

704 - 400 Taché Avenue
Winnipeg, Manitoba
R2H 3C3

Phone: 204.231.0188
Fax 204.237.3927

Email - info@stbonifacenurseslocal5.ca
www.stbonifacenurseslocal5.ca



Local 5 members are invited to join us for our

53rd Annual General Meeting

on

Wednesday, March 8, 2023

At

The Norwood Hotel

112 Marion St, Winnipeg

AGM tickets: \$10 per person—will be refunded upon attendance at the AGM.

Tickets are available from unit reps or from the Local 5 office.

Registration begins at 1600 hrs

Supper served between 1700—1800 hrs

Meeting begins @ 1800 hrs

Live entertainment and door prizes will be awarded
