



Annual Report 2023



**St. Boniface Nurses Worksite 5
Special General Meeting
(to prepare for the 2024 MNU AGM)**

Open to all Worksite 5 members

Thursday, April 11, 2024

1700 hrs

Hybrid in person and online via zoom

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

**Manitoba Nurses' Union
49th Annual General Meeting**

May 7 & 8th, 2024

Fairmont Hotel

Winnipeg 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 and Water 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 Worksite 5
54rd Annual General Meeting
Wednesday, March 6, 2024
1800 hrs

- | | | |
|----|--|---|
| 1. | Call to Order | |
| 2. | Welcoming Remarks | |
| 3. | Land and Water Acknowledgement | |
| 4. | Introduction of the Worksite 5 Executive | |
| 5. | Approval of the Agenda | |
| 6. | Approval of Rules of Procedure for the Meeting _____ | 4 |
| 7. | Approval of Rules of Procedure for Elections _____ | 4 |

Special Guest Speaker - Darlene Jackson, President, MNU

- | | | |
|-----|--|----|
| 8. | President's Report _____ | |
| 9. | Nominating Committee Report _____ | 9 |
| | 9.1 Elections | |
| 10. | Finance Report _____ | 11 |
| | 10.1 Auditor's Report for 2023/Approval of Auditor for 2024 | |
| | 10.2 Approval of 2025 Proposed Budget _____ | 13 |
| 11. | Standing Committee Reports: | |
| | 11.1 Ongoing Issue's, Resolutions and Grievance's Report _____ | 18 |
| | <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> | |
| | 11.2 MNU Board Representatives' Report _____ | 22 |
| | 11.3 Workload/Staffing Reports Committee Report _____ | 23 |
| 12. | Joint Committee Reports: | |
| | 12.1 Joint Education Fund Committee Report _____ | 24 |
| | 12.2 Joint Union-Hospital Council Report _____ | 24 |
| | 12.3 Nursing Advisory Committee Report _____ | 26 |
| | 12.4 Employer Organization Nursing Advisory Committee Report _____ | 27 |
| | 12.5 Workplace Safety & Health Committee Report _____ | 28 |
| | 12.6 WRHA Continuing Education Fund Committee Report _____ | 29 |
| 13. | Other Business | |
| | 13.1 Honourary Lifetime Membership Presentation—Karen Sadler | |
| 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 Worksite 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

2023 was a challenging year for all nurses at St Boniface Hospital. The issues that have been ongoing have just been getting bigger. More mandatory overtime, more reassignment, continued changing COVID variants, and restrictions and workload related to those restrictions. Nurses continue to shoulder a huge amount of the healthcare system responsibilities. An example is as there are fewer family doctors, emergency departments have more visitors without a primary care physician. Those individuals are not able to address their health care concerns in a timely manner. So when they can cope no longer the emergency department is a safe haven.

Our members 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.

There are not enough human resources in the healthcare system. Nurses are the pivotal human resource that the healthcare system relies on to keep functioning.

In addition to the work they do Worksite 5 unit reps and committee chairs continue to bring forward their concerns to their managers, directors, the chief nursing officer and the union. They continue to volunteer their time and energy to try to improve a crumbling healthcare system for the betterment of the people of Manitoba.

We truly thank the Worksite 5 key executive, executive committee and committee members for their continued efforts to support nurses during a very challenging time in healthcare.

KEY EXECUTIVE COMMITTEE

President - Karen Sadler (retired November 2nd)

*Vice President & Acting President (from 03 November)-
Sheila Holden*

*Secretary & Acting Vice President (from November 3rd until
acclaimed) - Laura Schattner*

Treasurer - Renate Scheffer-King

*Laura Schattner, along with Colleen Johanson (Seven Oaks
Hospital) are our elected board representative with MNU for
WRHA Acute Facilities.*

In 2023 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 except for Finance Day, when the team met at the Norwood Hotel to finalize the 2025 budget.

Our investment team from RBC Dominion Securities attended the finance day to review 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 Worksite 5 executive committee is comprised of the key executive (officers), chairpersons of standing committees, and unit representatives.

The following nurses served as unit reps or were committee representatives in 2023: Janelle Mulaire, Jocelyne Mann, Laura Schattner, Renate Scheffer-King, Sara Volpatti, Jillian Chemerika, Mary Wolosyn, Therese Santos, Maggie Moore, Linda Jackson, Anita Sodovski, Shericka Barclay-McPherson, Chloe Devries, Kim Plantz, Kary McCorrie, Krizel Watson, Meaghan Syganiec, Amber Hillstrom, Melinda Friesen and Marc Mulaire.

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

The executive committee met four times in 2023, 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 by Worksite 5 and MNU.

EXECUTIVE EDUCATION DAY

Our executive education day is for our executive committee and committee members to gather at the Norwood hotel for a day of learning. This day also provides an opportunity to express our thanks to these wonderful volunteers for the time and energy they give to Worksite 5.

Our 2023 executive education day was held on January 19th at the Norwood hotel. In the morning we invited the Ethicist at St Boniface Hospital, Katarina Lee who spoke on "Ethics and Moral Distress". She provided a really interesting perspective on care and was able to take many questions.

After lunch, our keynote speaker, was Doctor Abdul Rehman, Clinical Psychologist with the consulting firm Lead with Diversity. He spoke about the immigrant experience and multiculturalism and building a bigger table so more people could be invited to the table and participate inclusively. He was a dynamic speaker and was well received by the executive members in attendance.

Additionally at the executive education day concerns related to reassignment, agency nurses, mandating & overtime, unsafe patient assignments concerns with master rotations and general workload issues were discussed. The nursing shortage was a large topic of conversation as well.

We are always looking for more volunteers to expand our executive. If you are interested in volunteering to be a unit Rep please contact the Worksite 5 office for a short description of what the responsibilities would entail.

GENERAL MEETINGS

Worksite 5 General Meetings are open to all Worksite 5 members. In addition to our Annual General Meeting held in March, we held three general meetings in 2023. We have expanded participation at the general meetings by including an in person and virtual format. The virtual format is not without its glitches but we hope that having virtual attendees expands access to those who would be unable to attend otherwise.

PERSONNEL CHANGES AT SBH

In our positions, Karen, Laura 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 2023:

Human Resources Team

Jordan Forbes has been welcomed to the team as the new chief human resources officer (CHRO).

Sari Rosenberg is now the manager of employee relations. Kati Sutherland, Cassie Flamen and Danielle Lambkin are senior human resources consultants. Melissa Valance and Erica Gervacio also support employee relations. Rayanne Funk is part of the human resources team but is now on maternity leave.

We appreciate the willingness of employee relations is at St Boniface hospital to always take our calls and listen to our concerns. We appreciate the professional and respectful relationship we have with all the human resources consultants at Saint Boniface hospital.

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

WORKSITE 5 OFFICE ACTIVITY

Gradual Return to work, attendance support and assistance programme and duty to accommodate (also known as accommodation) meetings continued throughout 2023. Monthly meetings with the employer and our LRO Mary Lakatos provided an opportunity for us to discuss all manner of concerns to our members with a view to resolving issues in a timely fashion.

Meetings continue to be mainly virtual, with our member and ourselves in the human resources conference room signing on to the meeting virtually on our laptops. Some members prefer to come to the Worksite 5 office for meetings. We continue to do a blend of virtual meetings between employer/ member/ union with the member in person with us and then meeting virtually with the employer.

We anticipate that the blended virtual meetings and in person meetings will continue indefinitely.

Nurses Week

Nurses week in the hospital this past year, continued to be a subdued celebration recognizing the contributions of nursing to the healthcare system and the public of Manitoba. In 2023 we chose to randomly draw from our membership for a gift of the tribute to nursing necklace designed by renowned jewellery designer Hilary Druxman. Those nurses who received the necklaces were very appreciative as they are very beautiful.

Regionalization

There was no change in the regionalization status for St Boniface hospital in 2023 a service purchase agreement between Saint Boniface hospital and WRHA continues to be negotiated on annual basis. This agreement means that St Boniface hospital (not the WRHA) continues to be the employer of record for Worksite 5 members. We acknowledge that sometimes there is confusion as many of the documents and process is at Saint Boniface hospital are aligned with the WRHA policies and procedures. If you have any questions about the relationship between Saint Boniface hospital and the WRHA please contact the Worksite.

Emergency Department Redevelopment

The Emergency Department continues to be visibly built in front of nurses eyes. The project is expected to be completed in late 2025.

Emergency Department Update

There continues to be many issues within the emergency department and their large vacancy rate impacting on the rest of Saint Boniface hospital. Nursing reassignment to the emergency department from many units continues.

Depending on the circumstances some nurses regardless of expressing their concerns, have been compelled to take a full patient assignment. The supervisor responsible for assignments has difficulty articulating why a nurse must take a full assignment in some circumstances and tasks in others. This has resulted in many nurses expressing their concerns about providing safe patient care. Their concerns are expressed in a variety of ways including workload staffing reports, emailing the Worksite, and emailing their manager. We encourage nurses to continue to express their concerns about being able to provide safe patient care when reassigned regardless of where reassignment occurs. We encourage nurses to use the workload staffing report as documentation. However, any documentation of a concerning situation is better than none at all. Many nurses expressed concerns about their professional obligations and responsibilities related to their nursing licence.

We encourage nurses to review standards of practice and code of ethics through their respective college. We would like to remind nurses that documentation does not need to be perfect but it needs to be reasonable.

5A6A

5A6A became one cardiology unit two years ago. The growing pains continue. Nurses continue to request town hall meetings to express their concerns about the running of the two floor unit. Regardless of the designation of 586A being one unit 5A is exclusively cardiology and 6A is almost exclusively a medical unit. The goal is still for 6A to have no medical patients and for both floors to be only cardiology.

6AS Medicine

A new plan has come forward in which the 6AS part of 5A6A will move to 6A West. 6AS will then open as a medical unit.

This may result in the ability to have only cardiac patients on 5A6A. Although we applaud the opening of more medical beds to assist with the flow of patients from the emergency department to inpatient beds, we've expressed our concerns to the employer about how the new 6AS medical unit will be staffed

MNU AGM 2023

After four years, it was exciting to attend the MNU AGM in person. Our first post pandemic MNU AGM was held in Brandon Manitoba on April 25th and 26th, 2023.

Worksite 5 voting delegates attending the 2023 AGM were elected at our virtual Worksite 5 AGM the previous year, with additional vacancies filled by appointment to union active members.

CFNU Biennial Convention

The CFNU biennial convention took place in Charlottetown PEI from June 5 – 9 2023. Karen and Sheila attended the convention on behalf of Worksite 5. Laura Schattner was able to attend as well as an MNU Board representative. This is an excellent way to network with other union active nurses across Canada. Linda Silas, the president of CFNU along with her staff and with the assistance of the provincial nursing unions once again put on an excellent conference. The next CFNU convention is in Ontario in 2025. Please see the CFNU website for information about attending that convention.

WORKSITE 5 OFFICE SUPPORT

Karen, Laura and I would like to acknowledge our appreciation of the hard work and dedication of Tracey Busby, the Worksite 5 Administrative Assistant. Tracey is a true ally to Worksite 5 nurses and all nurses in Manitoba. Her dedication to our members is very much appreciated.

We especially appreciate her creativity and ability to put into words what we struggle to articulate.

WINNIPEG HOSPITAL WORKSITE PRESIDENTS

(WHLPS)

The presidents of the eight Winnipeg hospitals, Pan Am Clinic, Winnipeg Regional Nurses, Misericordia, Deer Lodge Cener and Cancer Care Manitoba usually meet up to five times a year to discuss common issues related to the provision of healthcare in the City of Winnipeg and the representation of our members. In 2023 this group of union active nurses continue to meet virtually. At these meetings

we continue to share what our members are dealing with at our respective sites and provide support to each other's union leaders during these challenging times.

My sincere thanks to Karen Sadler for all her wisdom, guidance and mentorship over the many years that she was president of Worksite 5. I also wish to express my sincere thanks to Tracey Busby who continues to provide invaluable organisation guidance and inspiration to the Worksite.

Additionally I would like to thank the Manitoba Nurses Union staff Mary Lakatos Mike Sutherland Brandy Johnson Susan Tromblay and MNU President Darlene Jackson for their support of the worksite 5 office and of our members this past year.

Sheila Holden

Acting President, Worksite 5

Congratulations Karen Sadler on your retirement

In November 2023 after a long and illustrious career Karen signed off from St Boniface Worksite 5 after 40 years of nursing, almost all of it at St Boniface Hospital. Karen graduated from St. Boniface School of Nursing in 1984. She began her career at St Boniface Hospital and after a brief stint in Churchill MB from 1987-1990, she returned where she remained for her entire career.

The nursing strike in 1991 created the union activist in Karen, who started working at the grassroots level at the strike headquarters. You could also find her out in the cold, walking the picket line during the strike.

Karen continued her union activism by becoming a unit representative for 5A in 2001. Her passion for the union expanded when she was elected as secretary in 2002, all the while staying as the voice for her unit as representative.

Karen increased her dedication to the union when she became Vice President of St. Boniface Local 5 in 2003. Her time as Vice President gave her an opportunity to stand up for patients and nurses, ensuring a safe environment for all. Karen held the Vice President until August of 2010, where she became acting President, then President.



As President of the local until the time of her retirement, her commitment to the members of the was demonstrated daily. Karen contributed daily to the needs of the members responding to their issues and concerns. Karen was an integral partner in bargaining for the last collective agreement. Which was a very challenging process. Even after working long hours at the bargaining table, Karen continued to respond to members' issues as well as keeping informed of the local's activity. These long hours demonstrated her willingness and dedication to go above and beyond in her role as President.

In 2022 Karen was awarded the Yellow Ribbon from the Manitoba Nurses Union. Through the Yellow Ribbon, MNU recognizes those members who have throughout the year exemplified the spirit of the Yellow Ribbon. The Yellow Ribbon has become a symbol throughout Manitoba of nurses' willingness to stand together in support of each other and as advocates for patient care, and strong union activists.

Compassionate, empathetic, diplomatic, passionate, dedicated, welcoming: these are just a few of the characteristics that Karen Sadler has brought to her role as union activist. She has been a great mentor and always a wealth of knowledge.

We would like to thank Karen for the leadership she has shown the local/worksite and beyond and for her many years of service. Every one of us has benefited from her mentorship and guidance. We wish Karen all the best as she enjoys this much deserved time to travel, spend with family, attend and assist her daughters singing events, and join a bowling team. We will miss Karen tremendously but we know that she doesn't miss the morning commute.

NOMINATING COMMITTEE REPORT

Elections will take place at the Worksite 5 AGM on March 6, 2024

Worksite 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 Worksite 5 Annual General Meeting.*

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.

We know that this is a difficult task and has been made even more so over the last few years, due to the pandemic and the massive shortage in nursing that we are faced with. 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. 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. We appreciate all the work our unit reps, committee chairs and committee members do and we thank you.

In December 2023, 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 a committee that 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.

Worksite 5 Committees

Please take a moment to review the descriptions of the committees that serve Worksite 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.

Worksite 5 Unit Representatives

Another way to be involved in the union is by being a unit rep (and thereby serving on the Worksite 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 2023 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 Worksite 5 office.

Nominations

Nomination forms were sent to each unit and were also available by contacting the Worksite 5 office via email (info@stbonifacenursesworksite5.ca) or visiting our website www.stbonifacenursesworksite5.ca.

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

Worksite 5 Elections 2024

Nominations for positions up for election in 2024 closed on January 6, 2024. Below is the status of nominations as of January 6, 2024:

Key Executive:

President: Sheila Holden following Karen Sadler's retirement was appointed by the key executive to complete the two year term (May 1, 2023 - April 30, 2025) as Acting President.

Vice President: Laura Schattner was acclaimed to a two year term (May 1, 2024 - April 30, 2026).

Secretary—Jocelyne Mann has volunteered until April 30, 2024.

Treasurer—Renate Scheffer-King was acclaimed to a two year term (May 1, 2024 - April 30, 2026).

(Continued on page 10)

Nominations for Standing Committees

Workload Staffing Reports Committee

Renate Scheffer-King has been acclaimed for a 2 year term (May 1, 2024 - April 30, 2026) as committee chair.

- * *Three members have volunteered: Laura Schattner, Maggie Moore and Kim Plantz*

Nominating Committee

- * *Therese Santos has been acclaimed for a one year term.*
- * *One to be elected each for a one year term.*

Nominations for Joint Committees

Joint Education Fund

Krizel Watson and Marc Mulaire are entering the 2nd year of a two year term (May 1, 2023 - April 30, 2025).

- * *One to be elected for a one year term*

Workplace Safety & Health

Amber Hillstrom is entering the 2nd year of a two year term (May 1, 2023 - April 30, 2025).

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

Grievance Committee

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

Nursing Advisory Committee (NAC)

- * *Sheila Holden, Laura Schattner, Kim Plantz and Renate Scheffer-King appointed to committee by Key Executive.*

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, 2024:

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 2024 MNU AGM

The 2024 MNU AGM will be taking place 7 & 8 May 2024 at the Fairmont Hotel in Winnipeg.

Worksite 5 is entitled to send 21 voting delegates to the 2024 MNU AGM. Currently, 20 spots have been filled.

Laura Schattner, Worksite 5 Vice President will be attending the 2024 MNU AGM in her role as MNU Board Representative and not in her role as an executive member of the Worksite.

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

Voting Delegates to the 2025 MNU AGM

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

1. Sheila Holden, Acting President
2. Laura Schattner, Vice President
3. Renate Scheffer-King, Treasurer
4. Tba, Secretary

Nominations for voting delegate to the 2025 MNU AGM have been received from (these are acclaimed):

- * Therese Santos
- * Maggie Moore

Therefore, 14 voting delegates need to be elected at our AGM

If you wish to attend the 2025 MNU AGM as a voting delegate, please fill out a nominations form and submit it to the Worksite 5 office as soon as possible.



FINANCE COMMITTEE REPORT

2023 Budget

I am pleased to provide you with this update on the Worksite'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 Worksite 5's finances. At this time we also the key executive approved the budget for 2026. Our 2023 meeting took place on October 18th at the Norwood Hotel.

Investments

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

Brendan Rogers our financial advisor with RBC Dominion Securities was able to attend our Finance Day meeting at the Norwood Hotel. During that meeting he reviewed our investments and provided us with an update on the markets.

Investments as of November 3, 2023

| <u>Fixed Income</u> | <u>Book Value</u> |
|-----------------------------------|-------------------|
| Russell Canadian | \$109,706 |
| Russell Global Unconstrained Bond | \$128,683 |
| Russell Global Credit Pool | <u>\$62,922</u> |
| Total Fixed Income | \$303,257 |

| <u>Equity Pools</u> | <u>Book Value</u> |
|-------------------------------|-------------------|
| Russell Emerging Markets | \$44,680 |
| Russell Canadian Dividend | \$140,745 |
| Russell Canadian | \$1205,18 |
| Russell Global | \$77,438 |
| Russell Overseas | \$82,639 |
| Russell Real Assets Portfolio | \$406,550 |
| Russell US | <u>\$58,406</u> |
| Total Equity Pools | \$630,976 |

Total Investments (Book Value) \$934,233

**all values are expressed in Canadian Dollars*

The 2023 budget had a projected deficit of \$74,650.00. At our Finance Day meeting we reviewed the 2023 budget along with the *estimated receipts and expenses* to December 31, 2023 and came in with a deficit of \$71,129.00.

2024 Budget

The 2024 budget which was approved at the 2023 Worksite 5 AGM, contains a projected deficit of \$43,300.00.

2025 Proposed Budget

The proposed budget for 2025 which can be found on pages 13-17 has a projected a deficit of \$79,200.00

We have sufficient funds in our investments to cover any deficit realized at year-end 2025.

The 2025 proposed budget was approved by the Executive Committee and will be voted on by general membership at the Worksite 5 AGM.

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

Worksite 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, Worksite 5

2023/2024/2025 BUDGET COMPARISONS

| RECEIPTS | 2023 Approved Budget | 2023 Estimated Receipts | Variance | 2024 Proposed Budget | 2025 Proposed Budget |
|--------------------------------|-----------------------------|--------------------------------|-----------------|-----------------------------|-----------------------------|
| Dues | \$ 364,000.00 | \$ 375,000 | \$ 11,700 | \$ 398,000.00 | \$ 364,000 |
| Interest from Bank Accounts | \$ 900.00 | \$ 3,835 | \$ 2,935 | \$ 1,800.00 | \$ 4,300 |
| President's Days Reimbursement | \$ 40,850.00 | \$ 36,888 | \$ 3,962 | \$ 36,000.00 | \$ 53,100 |
| TOTAL | \$ 405,750.00 | \$ 415,723 | \$ 9,973 | \$ 435,800.00 | 421,400 |

| DISBURSEMENTS | 2023 Approved Budget | 2023 Estimated Expenditures | Variance | 2024 Proposed Budget | 2025 Proposed Budget |
|-------------------------------------|-----------------------------|------------------------------------|---------------------|-----------------------------|-----------------------------|
| 5601 Audit/Bookkeeper | \$ 4,300.00 | \$ 4,512 | \$ 212 | \$ 5,200.00 | \$ 5,200.00 |
| 5602 Bank Charge | \$ 100.00 | \$ 186 | \$ 86 | \$ 100.00 | \$ 200.00 |
| 5603 Communications | \$ 7,900.00 | \$ 11,614 | -\$ 3,714 | \$ 6,100.00 | \$ 2,000 |
| 5604 Education | \$ 32,450.00 | \$ 10,854 | \$ 21,596 | \$ 27,500.00 | \$ 22,000 |
| 5605 Honoraria | \$ 3,600.00 | \$ 3,875 | -\$ 275.00 | \$ 3,600.00 | \$ 2,800.00 |
| 5606 Worksite 5 AGM | \$ 10,600.00 | \$ 5,293.00 | \$ 5307.00 | \$ 11,800.00 | \$ 11,800.00 |
| 5607 Office - Other | \$ 1,000.00 | \$ 16,640.00 | -\$ 15,640.00 | \$ 1,000.00 | \$ 6,000.00 |
| 5608 Meeting Expenses | \$ 5,400.00 | \$ 5,832.00 | -\$ 432.00 | \$ 5,400.00 | \$ 5,400.00 |
| 5609 Charitable Donations | \$ 3,800.00 | \$ 3,310.00 | \$ 490.00 | \$ 2,800.00 | \$ 2,500.00 |
| 5610 MNU AGM | \$ 9,950.00 | \$ 2,900.00 | \$ 7,050.00 | \$ 5,200.00 | \$ 5,400.00 |
| 5611 CFNU (Biennial Convention) | \$ 19,500.00 | \$ 7,621.00 | \$ 11,879.00 | | \$ 20,000.00 |
| 5612 Office Support | \$ 40,400.00 | \$ 42,100.00 | -\$ 1,700.00 | \$ 42,000.00 | \$ 48,500.00 |
| 5613 Postage | \$ 1,200.00 | \$ 291.00 | \$ 909.00 | \$ 1,200.00 | \$ 400.00 |
| 5614 President's Salary | \$ 114,300.00 | \$ 141,708.00 | -\$ 27,408.00 | \$ 114,300.00 | \$ 114,300.00 |
| 5615 President's Liability | \$ 10,200.00 | \$ 1,313.00 | \$ 8,887.00 | \$ 10,200.00 | \$ 10,200.00 |
| 5616 Vice President's Salary | \$ 81,750.00 | \$ 109,715.00 | -\$ 27,965.00 | \$ 83,500.00 | \$ 83,500.00 |
| 5617 Vice President's Liability | \$ 7,300.00 | \$ 1,735.00 | \$ 5,565.00 | \$ 7,400.00 | \$ 7,400.00 |
| 5618 Salary Replacement | \$ 26,400.00 | \$ 3,901.00 | \$ 22,499.00 | \$ 25,500.00 | \$ 25,500.00 |
| 5619 Administrative Support | \$ 38,300.00 | \$ 50,302.00 | \$ 12,002.00 | \$ 54,300.00 | \$ 55,500.00 |
| 5620 Burdens | \$ 61,950.00 | \$ 63,150.00 | \$ 1,200.00 | \$ 72,000.00 | \$ 72,000.00 |
| 5621 Management Fees | | \$ - | \$ - | | |
| TOTAL | \$ 480,400.00 | \$ 486,852.00 | -\$ 6,452.00 | \$ 479,100.00 | \$ 500,600 |
| RECEIPTS MINUS DISBURSEMENTS | \$ (74,650.00) | -\$ 71,129.00 | | -\$ 43,300.00 | -\$ 79,200.00 |
| | | | | | |

2025 PROPOSED BUDGET

| <u>RECEIPTS</u> | <u>BUDGET</u> |
|--|---------------|
| (4001) Member Dues | \$ 421,000.00 |
| Based on: 1,300 F/T & P/T @ \$10.00 /member x 26 pay periods | |
| 100 Casuals @ \$10.00 /member x 26 pay periods | |
| | \$ 364,000.00 |
| (4002) Interest from Bank Accounts (\$150 X 12) | \$ 4,300.00 |
| (4003) President's Days Reimbursement (estimate) | \$ 53,100.00 |
| TOTAL RECEIPTS | \$ 421,400.00 |

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

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

| <u>DISBURSEMENTS</u> | <u>BUDGET</u> |
|--|---------------|
| (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 | \$ 200.00 |
| (5603) Communications | \$ 2,000.00 |
| AGM Posters | \$ 275.00 |
| Nurses' Week | \$ 1,000.00 |
| Website Hosting (Hitek \$15 x 12) | \$ 180.00 |
| Website Updating/Maintenance | \$ 500.00 |
| Total | \$ 1,955.00 |

| | |
|-------------------------|---------------------|
| (5604) Education | \$ 22,000.00 |
|-------------------------|---------------------|

Worksite 5 Executive Education Day

| | |
|--|---------------------|
| AV & Service | \$ 500.00 |
| Lunch & Lifestyle Breaks (40 x \$60) | \$ 1,500.00 |
| Honorariums / Fees for speakers | \$ 2,000.00 |
| Salary Replacement (20 x [\$49.092 + \$0.596 AA] x 9.68) | \$ 9,700.00 |
| | \$ 13,700.00 |

Alternates - Education Day @ MNU AGM (location TBD)

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

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 |

Lunch & Learn

| | |
|--|---------------------|
| Worksite Leadership Education (4 x \$400) | \$ 4,900.00 |
| Total | \$ 21,785.88 |

DISBURSEMENTS

BUDGET

| | |
|-------------------------|--------------------|
| (5605) Honoraria | \$ 2,800.00 |
|-------------------------|--------------------|

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

| | |
|---|---------------------|
| (5606) Worksite 5 Annual General Meeting (AGM) | \$ 11,800.00 |
|---|---------------------|

| | |
|--|---------------------|
| Printing of Dinner Tickets | \$ 400.00 |
| 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 | \$ 11,880.98 |

| | |
|------------------------------|--------------------|
| (5607) Office - Other | \$ 6,000.00 |
|------------------------------|--------------------|

| | | |
|--|--------------------|--------------------|
| (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 | \$ 500.00 | |
| Finance Day (Breaks & Lunch 5 @ \$75) | \$ 375.00 | |
| Key Executive Dinner Meeting | \$ 500.00 | |
| Breakfast/Lunch/Dinner Meetings (12 @ \$50) | \$ 600.00 | |
| Parking | \$ 250.00 | |
| Total | \$ 5,375.00 | |

| | | |
|------------------------------------|--------------------|--------------------|
| (5609) Charitable Donations | | \$ 2,500.00 |
| Open donations | \$ 1,000.00 | |
| Worksite 5 AGM | \$ 500.00 | |
| MNU AGM | \$ 1,000.00 | |
| Total | \$ 2,500.00 | |

DISBURSEMENTS

BUDGET

| | | |
|--|---------------------|---------------------|
| (5610) MNU AGM (location Winnipeg) | | \$ 5,400.00 |
| 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 | \$ 400.00 | |
| 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 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 | \$ 5,355.50 | |
| (5611) CFNU Biennium- held in odd years | | \$ 20,000.00 |
| Registration (President, Vice-President, Secretary, Treasurer = 4 x \$800) | \$ 3,200.00 | |
| Salary (Secretary & Treasurer = 2 x 6 x [\$49.092 + \$0.596 AA] x 9.68) | \$ 6,000.00 | |
| Airfare (4 x \$1,200) | \$ 4,800.00 | |
| Hotel (2 x 6 x \$300) | \$ 3,600.00 | |
| Per Diem (4 x 6 x \$100) | \$ 2,400.00 | |
| Travel (4 x \$100) | | |
| Total | \$ 20,000.00 | |

DISBURSEMENTS**BUDGET**

| | | |
|---|----------------------|----------------------|
| (5612) Office Support | | \$ 48,500.00 |
| Rent - Towers Realty (\$1,700 plus 5% GST {\$85} = \$1,785 x 12) * | \$ 21,420.00 | |
| Phone & Fax - BellMTS (\$215 x 12) | \$ 2,580.00 | |
| Cell Phones - Telus (\$352 x 12) | \$ 4,224.00 | |
| 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 | \$ 1,200.00 | |
| Office Insurance - Ducharme Agencies | \$ 850.00 | |
| Office Supplies & Furniture | \$ 3,060.00 | |
| 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 (\$135 x 12 x 2) | \$ 3,240.00 | |
| labour on line.ca - yearly subscription | \$ 600.00 | |
| IT Support - BRD Network Solutions (\$160 x 12) | \$ 1,920.00 | |
| Microsoft Exchange Online (\$235 x 12) | \$ 420.00 | |
| iCloud Storage (\$12 x 12) | \$ 144.00 | |
| Zoom- virtual meeting platform (\$23 x 12) | \$ 276.00 | |
| ESET Internet Security (\$15 x 12) | \$ 180.00 | |
| Total | \$ 48,214.00 | |
| (5613) Postage | - | \$ 400.00 |
| (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 | |
| (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 |
| Worksite Leadership Education - 2 @ (2 x 9.68 x [\$49.092 + \$0.596 AA]) | |
| Total | \$ 25,491.93 |

(5619) Administrative Support**\$ 55,500.00**

| | |
|--|---------------------|
| Salary (\$33.27 x 32 hours/week x 49 weeks) | \$ 52,167.36 |
| Vacation (\$33.27 x 32 hours/week x 3 weeks) | \$ 3,193.92 |
| Total | \$ 55,361.28 |

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

| | |
|--|---------------------|
| Salary Replacement - Executive Education Day @ 23% | \$ 2,231.00 |
| Salary Replacement - Alternates - Ed Day @ MNU AGM @ 23% | \$ - |
| Salary Replacement - Guests - Ed Day @ MNU AGM @ 23% | \$ - |
| Salary Replacement - WSR Committee Education Day @ 23% | \$ 663.75 |
| Honoraria @ 9% | \$ 252.00 |
| Salary Replacement -Worksite 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 - Worksite Leadership Education | \$ - |
| Administrative Support Salary @ 23% | \$ 12,733.09 |
| Total | \$ 69,139.34 |

(5621) Management Fees (paid out of investments)

| | |
|------------------------|-----------------------|
| RECEIPTS | \$ 421,400.00 |
| EXPENSES | \$ 500,600.00 |
| TOTAL (deficit) | \$ (79,200.00) |

Ongoing Issues Resolutions & Grievances

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 Worksite 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.

The Worksite 5 office workload continues to be heavy. The nursing crisis we are faced with has implications in almost every challenge we are presented with, making the issues more complex than they have ever been. On a daily basis we attend meetings, respond to phone calls, messages, and emails. We strive to ensure the numerous requests made of our office are addressed.

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

2023—541 new files were opened
2022—617 new files were opened
2021 - 575 new files were opened
2020 - 601 new files were opened
2019 - 398 new files were opened

Grievance Statistics 2023

| | |
|--|----|
| Number of grievances carried over | 5 |
| Number of new grievances filed in 2023 | 8 |
| Total | 13 |
| Number of grievances resolved in 2023 | 4 |
| Number of grievances withdrawn in 2023 | 0 |

Grievances Resolved in 2023

Grievance #2023 - 139 The union grieved because the grievor was denied having their bank lieu days paid out at their nurse II rate of pay.

* resolved when the lieu days were paid out at the nurse II rate of pay

Grievance #2023-071 The union grieved because the position was awarded to a nurse with less seniority.

* resolved when the position was awarded to the applicant the most seniority

Grievance #2022-095 The union grieved on behalf other member issued an unreasonable discipline

* resolved when a settlement was reached that was acceptable to the member

Grievance #2023-138 The grieved on behalf of a member who was terminated unjustly.

Grievances Carried Over into 2024

Grievance # 2023-061 The union grieved on its own behalf and behalf of all affected members when the employer is failing to report workplace injury abuse or harmful exposure suffered by nurses within the time frame of 96 hours inclusive of the name of the nurse and the mechanism of injury.

Groups #2023-070 The union is grieving that the employer has failed to make best efforts to minimise the use of agency nurses including the failure to offer overtime or available shifts to all facility nurses.

* placed in abeyance August 2nd 2023

Grievance #2023-158 The union grieved because the employer unilaterally changed the posted schedule to have nurses work October 2nd, 2023 when they were originally scheduled to be off.

ShiftLink

The new web & mobile app to notify employees of open and available shifts. The employees are notified via email or through the app on their smartphone. This process replaced text magic and went live on Tuesday November 14, 2023.

Grievance #2023-170 The union grieved on a member's behalf because the employer failed to allow the member to pre pay premiums well off on a leave of absence.

Grievance #2023-174 The union grieved on behalf of a member disciplined unjustly.

5 Year History of Grievances Filed

2023 – 8 grievances were filed

2022 – 3 grievances were filed

2021 – 8 grievances were filed

2020 – 13 grievances were filed

2019 – 13 grievances were filed

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 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 Worksite 5 office for assistance.

Attendance Support and Assistance Program (ASAP)

Number of files carried over from previous years 10

Number of new files opened in 2023 80

Total # of files addressed in 2023 90

Number of files resolved 71

Number of files closed* 2

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

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 Worksite 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.

The union continues to reserve the right to grieve any issue

(Continued on page 18)

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 2023 Step II and Step III ASAP meetings took place virtually via Microsoft Teams.

Sheila and Laura 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 | 27 |
| Number of new files opened in 2022 | 148 |
| Total # of files addressed in 2022 | 175 |
| Number of members accommodated | 152 |

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 | 21 |
| Number of new files opened in 2023 | 73 |
| Total # of files addressed in 2023 | 94 |
| Number of members returned to payroll | 77 |
| Number of files carried over into 2024 | 17 |

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 Worksite 5 office.



HRSS Overpayments

| | |
|--|-----------|
| Number of files carried over from previous years | 13 |
| Number of new files opened in 2023 | 47 |
| Total # of files addressed in 2023 | 60 |
| Resolved/ | 47 |
| Became a grievance | 0 |
| Number of files carried over into 2023 | 13 |

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:

- (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 Worksite 5 office.

Mandatory Overtime & Reassignment

Incidents of mandatory overtime and reassignment are voluntarily reported to the Worksite by nurses who fax us a copy of the "*Notification to the Union of Mandatory Overtime or Reassignment*" reporting form. In 2023 we received 210 instances of mandatory overtime and 392 instances of nurses being reassigned to another unit at the Worksite 5 office. We know that these numbers are grossly under reported and only represent a small fraction of the nurses being mandated.

If you have any questions or concerns regarding mandatory overtime and/or reassignment? Please contact the Worksite 5 office.

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.

Sheila and Laura continue to discuss mandatory overtime and reassignment with the employer.

Reassignment Premium

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

Article 7A04 Health & Safety

The employer and the union agree that no form of abuse of nurses will be condoned in the workplace. Both parties will work together in recognizing, facilitating the reporting of

Any nurse who believes a situation in the workplace may become or has become abusive shall report this to their immediate supervisor.

In addition, new language has been added to our collective agreement to include any workplace injury or harmful exposure suffered by a nurse.

The employer shall notify the union within ninety-six (96) hours of receipt of the report. Every reasonable effort will be made by the employer to rectify the abusive situation to the mutual satisfaction of the parties involved.

MNU BOARD REPRESENTATIVES REPORT

This is the 2023 annual board report for, for the Winnipeg Regional Acute Worksites comprised of Concordia, Grace, Seven Oaks, St. Boniface and Victoria Hospital, and Pan Am Clinic. Your board representatives are Colleen Johanson who is entering the 2nd year of her term, and Laura Schattner has been acclaimed for another term.

This is the first year with the new board of 13. The board of directors consists of Darlene Jackson, president acclaimed for another term, Val Watton, vice president and Tracy Bassa, secretary/treasurer. The other 10 members are elected to represent all the locals and worksite in Manitoba.

MNU has experienced many staff changes in the last year. Tom Henderson, LRO and Terry Dyck our accountant both retired. Their many years of service provided us with a wealth of knowledge and support and will be missed. Julie Lackner has moved into Workplace health and Safety. Leona Barrett is our new Manager of Labour Relations. Katrine Profeta has taken on additional responsibility assisting with bargaining; Christina St. George is a new LRO. Bridget Whipple our researcher left MNU and was replaced by Michelle Lark. Cayla Wu is our new accountant.

In September the board of directors, participated in two days of Strategic planning for MNU. Carissa Halton and her team from Halton Strategic helped us analyze the accomplishments and setbacks of the past and set priorities, goals, and success metrics for the next two years.

MNU held its first in person annual general meeting since 2019, in Brandon on April 25 and 26. Two resolutions were passed, "MNU continue to advocate at the provincial and federal level for a sustainable health human resource strategy that addresses the three pillars of nursing. Retain, return and recruit" and "MNU in conjunction with our provincial government to ensure to provincial and national to continue to advocate and lobby against privatization in health care." Two keynote speakers, Francoise Mattheu, who spoke about "on top of challenging our solidarity and tools to empower ourselves and others in challenging times" and Sajel Bellon who is an occupational stress and trauma specialist and mental health professional.

Our yellow ribbon recipients were Marie MacLean and Karen Taylor. Our first winner of the Vera Chernicki award was Chris Zawadski. Our banquet themed the "Roarin' Twenties" was successful fundraiser for the Harm

Reduction Network raising more than \$12,000.

The AGM for 2024 is on May 7 and 8, 2024, at the Fairmont hotel in Winnipeg. The Banquet theme will be "Slumber party" and all funds raised will go to the Rossbrook House.

CNFU biannual took place in person in Charlottetown, PEI on June 5-9, 2023. The theme was "WE GOT THIS". There were several panel discussions, keynote speakers, and lively discussions throughout the week. After 20 years as vice president, Pauline Worsfold retired! Several fundraisers were held through the week, one was a Charity for Ukraine, which raised \$2500.

MNU proudly joined Pride Parade in Winnipeg on June 3 We look forward participating again in the 2024 Winnipeg. Please contact Bernice Pontanilla at MNU if you would like to help organize and be part of MNU Pride Committee.

With the change of provincial government in October from PC to NDP MNU noticed immediate increase in interactions, meetings, and dialogue than MNU had with the previous government of 8 years. Darlene was invited to attend the throne speech. MNU gave notice to begin bargaining for a new collective agreement, as it expires April 31st, 2024. MNU met with stakeholders on January 8th to discuss proposals for the new collective agreement. Dates have been set for the end of February to exchange proposals.

The board meets five times a year to discuss various stats, news, updates, and issues across Manitoba. Increased sick time, mandatory and voluntary overtime and reassignment have been common themes with no decrease in sight. Significant vacancies in many facilities are an issue and violence continue to be a major issue. Provincial float pool is now up and running, with several nurses hired. There have been many grievances filed by MNU this year, as well LEAP supported over 42 cases.

MNU supports many local charities. Some charities supported this year were: United Way, Manitoba Harvest, Errol Black Women's Brunch, Canadian Health Care Coalition, MS Charity, Winnipeg Folk Festival, Public Service Alliance of Canada, Keith Lambert, and more.

If you would like more information please reach out to your board members.

In solidarity,

Colleen Johanson & Laura Schattner

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.

To my fellow committee members past and present I want to recognize you for your efforts keeping up with the WSR's and for contacting members regarding issues when needed. It is very much appreciated and I thank you.

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 Worksite 5 office or myself.

I also thank Sheila Holden for her work with the committee. She is the liaison between the committee and the Worksite 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. For those who prefer, we continue to accept the paper version. Please contact the office if you need the form.

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/supervisor.
3. If unresolved, nurse completes a WSR.
4. Manager/Supervisor 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 2023

At time of writing this report your WSR Committee Reps for 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 (SE Medicine):

- * **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

A total of 135 WSRs were received for 2023 compared to the 386 reports received for 2022.

46 WSRs remain outstanding for 2023 as they have not been responded to by the employer (WSR with manager's/supervisor's comments not yet received). We will be following up on the outstanding WSRs at NAC.

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 Worksite 5 members, and the committee's financial statements, no meetings of this committee took place in 2023 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 Tchin Nevado for her support to this committee in 2023.

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.

*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.*

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 Worksite 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

Mary Lakatos, Laura Schattner 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 2023 took place via Teams and will continue to take place virtually.

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 Worksite 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.

Laura Schattner, Renate Scheffer-King, and I served as the Worksite's NAC representatives in 2023. Employer representatives were Sarah Gilchrist, Program Director Critical Care; April Bertrand Program Director Woman & Child; and Kyle Penny, PTM, Emergency and Arthur Chan PTM of 6E. Sarah Gilchrist and Karen Sadler served as co-chairs for this committee until Karen's retirement when I took over..

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, ER and Medicine units
- * Nursing vacancies
- * The use of agency nurses within the facility
- * Reassignment of nurses
- * 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*. That shortage has only gotten worse. The healthcare system is propped up on the shoulders of nurses picking up additional shifts and working overtime.

At the end of 2022 our records indicate that ----- WSRs filled out by our members in 2023 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, Kim Plantz and Laura Schattner for your service on the WSR committee in 2023. Your work, efforts and commitment to and on behalf of nurses, is very much appreciated.

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

Agency Nurses

This is a moving target discussion for us at SBH. Historically SBH and our worksite rarely used agency nurses until 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.

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.

EMPLOYERS ORGANIZATION NURSING ADVISORY COMMITTEE REPORT

Each worksite/worksites/region in the WRHA is represented by their worksite/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.

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.

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

Currently, all MNU positions on the committee are filled. We currently have all worker members positions and are currently filled our last manager member vacancy. There are a few members that are currently on leave, in December the safety advisor reached out to employee relations to fill vacant and temporary seats within the committee. The safety advisor is currently waiting on a response from Union Representatives and Human Resources regarding member vacancies.

Health and Safety Committee Training

Committee members are required to complete two days of recognized training per calendar year for a total of 16 hours. Committee members have received MASH training this calendar year. Training and orientation for new members have been completed.

Review of Serious Incident

Committee Members to become involved in serious incidents. There is a monthly review of incidents to be held at committee meetings and a discussion on preventative measures that can be implemented. The committee has discussed methods to share Serious Incident information with all hospital employees. The plan is to reach out to the Chief Human Resources Officer on how managers can learn about serious incidents to share with employees to raise awareness in huddles.

Workplace Safety and Health Policies and Procedures for Review

The WH&S committee is taking a role in reviewing workplace health and safety policies and procedures that are currently. The committee has discussed WHIMIS and Hearing Conservation policies. The committee also provided a policy draft to review and provided feedback on the Laser Safety Policy.

Communication with the WS&H branch

Improvement orders from WS&H regarding Electrical Safety and Emergency Washing Facilities were shared with the committee and improvement orders corrective actions have been taken. SBH is now a safe work certified facility and passed the Manitoba Association of Safety in Health Care (MASH). The WS&H committee participated in the audit and has been provided training by MASH.

Amber Hillstrom, RN

Worksite 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

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 prior to the pandemic met quarterly. Management and union co-chair the committee.

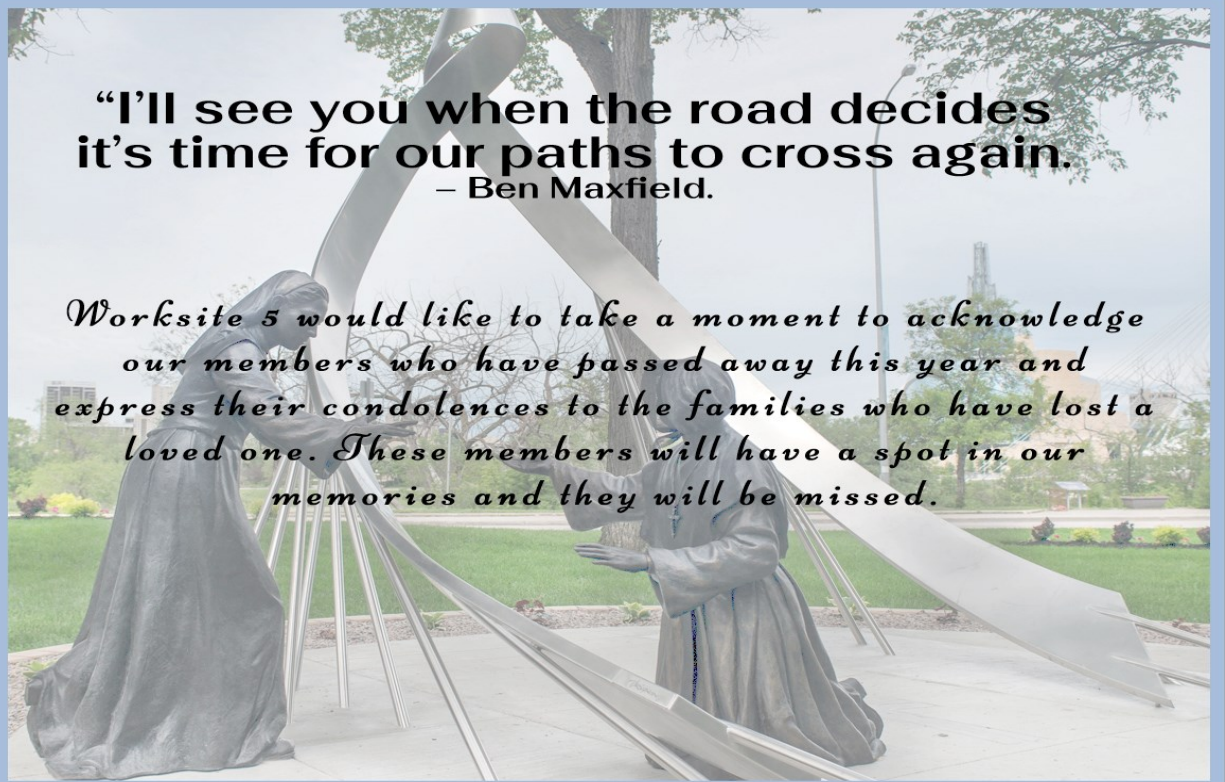
Funding for the WRHA Continuing Education (ConEd) Fund Committee is discretionary from Manitoba Health on an annual basis. This funding is **not** negotiated at bargaining **nor** is it included in the collective agreement. Monies flow from Manitoba Health to the provincial Nurses Recruitment & Retention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



**“I’ll see you when the road decides
it’s time for our paths to cross again.**

– Ben Maxfield.

*Worksite 5 would like to take a moment to acknowledge
our members who have passed away this year and
express their condolences to the families who have lost a
loved one. These members will have a spot in our
memories and they will be missed.*

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 6, 2024

I, _____ a member in good standing of St. Boniface Nurses Worksite 5, of the Manitoba Nurses' Union, ***by reason of being on duty***, hereby assign my Proxy vote for the 2023 MNU Worksite 5 Annual General Meeting to the member listed below, who is a member in good standing of St. Boniface Nurses Worksite 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 6, 2024

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| | |
|--|---|
| _____ 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, 2024

*For membership information please visit [Nursing Alumni Association - St Boniface Hospital](#) or email the Nursing Alumni Association sbgh.rnalbumni@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@stbonifacenursesworksite5.ca

www.stbonifacenursesworksite5.ca



Worksite 5 members are invited to join us for our

54th Annual General Meeting

on

Wednesday, March 6, 2024

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 Worksite 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