

To: All LAO Districts

From: **Angela Arneaud, Local President, L525**

Date: February 23, 2022

Subject: Sector 5 – LAO - Provincial Head Office Final Demand Set

Dear Members:

This is to advise you that the Sector 5 – LAO – Districts Final Demand Set has been scheduled.

Date: Thursday, March 17, 2022 7:00 pm – 9:00 pm

Registration: Thursday, March 17, 2022 6:30 pm – 7:00 pm

Virtual Meeting: Participation instructions will be provided to all upon confirmation of attendance.

Dear members:

Hope everyone is well and staying safe and healthy.

It's bargaining time again as our collective agreement expires on March 31, 2022. Our Union has given Notice to Bargain to our employer and we are preparing to get into bargaining mode.

Due to the pandemic, we have had to embrace new ways to do business. OPSEU/SEFPO remains committed to protecting the health and safety of our members and staff as well as following social distance protocols and guidelines. As a result, meeting virtually has become a more unique way to bargain however, we remain positive that this will not have an impact on our upcoming negotiations rather we see it as a way to facilitate the engagement of all our members across the province.

All members of the respective unit (PHO and Districts) will be invited to attend the Unit Demand Set Meeting. This time around the bargaining survey will be released via survey monkey and the Demand Set Meeting will also be conducted virtually via Zoom; this will allow for better member participation, etc.

**The survey must be completed no later than February, 24 5:00pm (no exceptions).
See survey link below:**

<https://www.surveymonkey.com/r/LegalAidOntarioBargaining2022>

The link to the Demand Set Meeting will be provided closer to the meeting date to those who have registered.

If you do not received an e-mail with the link to the Demand Set Meeting; please let our negotiator M. Alvarado Fenn know at malvaradofenn@opseu.org.

All surveys must be completed no later than February, 24 5:00pm (no exceptions).

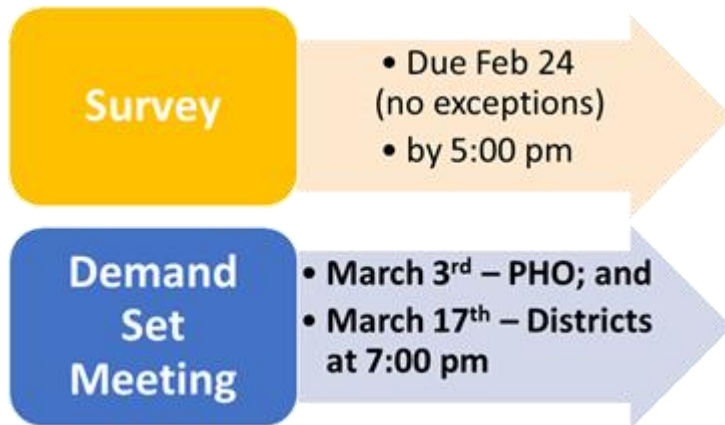
The Demand Set Meeting will take place on March 3rd – PHO; and March 17th – Districts at 7:00pm

During this meeting we will be going over the survey results, we will vote on our top 5 final priorities and elect our representatives to the bargaining table (up to 5 for each of the respective groups).

Once the team has been elected they will prepare for bargaining with the assistance of the OPSEU/SEFPO negotiator(s).

We thank you for your participation and work during these difficult times.

DATES TO REMEMBER:



Local Process For Demand Set Meeting:

The Local President and Unit Stewards will be notified that a Demand Set Meeting has been scheduled for **March 3rd – PHO**; and **March 17th – Districts**

Delegates to the Demand Set Meeting:

All members of the respective unit will be invited to attend the Unit Demand Set Meeting.

Due to the pandemic and in absence of Province-Wide Negotiating Procedures; a survey will be distributed to ALL members in each of the PHO unit and District unit as applicable. The results of the survey will be disclosed and discussed during the respective Demand Set Meeting. Members will also have an opportunity to add, change or amend (via motion) proposals during the Demand Set Meeting.

The only proposals that will be considered official are those that are adopted by a majority vote of the demand set meeting (March 3 or 17 respectively)

Quorum as per OPSEU/SEFPO Constitution for local elections shall apply.

POINTS TO REMEMBER:

Bargaining Team and Elections Process:

Any member in good standing may stand for election provided there is a nomination received in writing. The nomination must be signed and dated by both the nominator and the nominee. Nominations may also be made from the floor at the respective unit Demand Set Meeting. A nominee who is ineligible/unable to attend the meeting shall remain eligible provided the member has submitted the proper nomination form and a letter indicating their desire to stand for the nomination if nominated.

Nominees in attendance shall be given up to three minutes to address the delegates about their candidacy. Those ineligible/unable to attend may have their speech read by a member attending the meeting.

All members of the bargaining team are reminded that they represent the Union and the membership while at the table with the employer, and are expected to govern themselves accordingly at all times.

We hope the virtual means will allow for better participation of our members across the province and well as allow for an opportunity for those who want to seek election to the team. See you soon!

Delegate Entitlement

All delegates to this meeting are determined according to Negotiation Procedures. Any alternate(s) accompanying delegates **are at the Local's expense**. Head Office will cover an alternate's expense **ONLY** where the alternate attends **instead of and in place of the Delegate**. Please note that alternates, like delegates, must be elected.

*****Please Note: As this meeting is being held virtually, no expenses outside of time off (if required) will be reimbursed except in special circumstances where expenses have been pre-approved.***

To inquire further about pre-approval, please email conferencesandtravel@opseu.org.

Human Rights Accommodation Request Form

Should you require a human rights accommodation or have an existing accommodation under the Human Rights Code, please complete and submit the Human Rights Accommodation Request Form in full.

OPSEU/SEFPO Child Care Policy

OPSEU/SEFPO will reimburse for child care expenses as per policy. OPSEU/SEFPO's rate of family care to be paid \$15/hr. to a max of \$220 within a 24 hour period to cover the cost of you doing union business. A receipt, signed by the care provider, showing the dates the service was provided, the address and phone number of the care provider and the names and ages of the children will need to be provided.

*****Please Note: As this meeting is being held virtually, child care expenses will not be reimbursed unless pre-approved.***

To inquire further about pre-approval, please email conferencesandtravel@opseu.org.

Credential Attestation Form

The OPSEU/SEFPO Policy Manual (Section 16.1) states that credentials must be submitted with the signatures of two (2) Local Officers on the Credential Attestation Form. We have provided one form for you to list all attendees on. Please send this completed form to the Conferences Unit at conferencesandtravel@opseu.org no later than **Thursday, 24 February, 2022**.

Please clearly identify your status on the form (i.e. Delegate/Alternate/Observer).

Once the form is received, a follow up email will be sent to you to register via OPSEU/SEFPO's Member Portal. In order to confirm your registration, please register through the Member Portal no later than **Thursday, 24 February, 2022**.

Procedures for Online Registration

Once the Credential Attestation Form has been received and processed, members are to register through OPSEU/SEFPO's Member Portal.

Attached you will find the following documentation:

1. Credential Attestation Form
2. OPSEU/SEFPO Human Rights Accommodation Form
3. Member Portal Quick Intro
4. Event Registration Tutorial
5. Online Expense Claim Tutorial
6. Collective Agreement
7. Nominations Form

We appreciate your cooperation and participation in this important meetings.

In Solidarity,

Authorized For Distribution:



Warren (Smokey) Thomas
OPSEU/SEFPO President

- c. Executive Board Members
All Negotiations – BPS and CAAT
Steve Saysell, Administrator, Local Services & Collective Bargaining
Division
Steve Nield, Supervisor, BPS Negotiations & Research Units
Mirla Alvarado Fenn, Negotiator
Evelin Lucaci, Secretary
Elsbeth Lumley, Administrative Assistant
Claims Department
Conferences Unit
Kazi Anwar, Staff Representative
Research Officers