

Welcome to the B.C. Nurses' Union

West Kootenay Regional Meeting

I encourage you to take a few moments to review this orientation package. I hope that you find the brief outline helpful in explaining basic information on what you can expect from a Regional meeting. If you have any questions about this material or events that occur today, please feel free to talk to me, or any of the other Executive members.

The West Kootenay Regional Executive welcomes you and hopes that you find the meeting informative. Take some time over coffee and the lunch break to connect with your colleagues from around the Region.

Thank you for your participation. Future meeting dates will be announced and posted in your work site, so mark your calendar and apply for time off as soon as possible with your employer.

To register for future meetings, notify Tami Donaldson at (367-9292) or call 1-800-663-9991 (extension 6244). Registration dates will be on the notice along with a brief agenda.

Tami Donaldson

West Kootenay Region

Education/Steward Liaison Chairperson

Regional Structure

The West Kootenay Region consists of 40 work sites including Acute Care, Long Term Care and Community Nursing with a total membership of about 584 members.

Regional Executive Members and their work sites:

- 1) Chairperson - Tina Coletti, Kootenay Lake Hospital (Home# 352-9315 or Cell 354-5311)
- 2) Treasurer - Gwen Nowe, Kootenay Boundary Regional Hospital (Home# 367-0164)
- 3) Education/Steward Liaison – Tami Donaldson, Kootenay Boundary Regional Hospital (Home# 367-9292)

4) Occupation, Health and Safety – Susan Crawford, Talarico Place (BCNU Office# 1-800-663-9991 Extension 2811)

5) Lobby Coordinator - Lorne Burkart ,KBRH(Home# 365-4934)

6) Communications/Secretary – Kay Shay, Castlegar Health Unit(home 365-0394)

If you would like further information regarding the individual roles and functions of these positions please ask for a copy of the Regional Policies/ Bylaws and Provincial Constitution and Bylaws/Policies.

Regional Meetings

Regional meetings are scheduled four times per year. The general purpose of the meetings is to inform the membership of Union activities (locally, provincially and federally) and to get input from members. This is an opportunity for you to help shape and influence the direction and decisions of the Union. The feedback is taken back to Council meetings which are held in Vancouver. The Chairperson representing the West Kootenay Region attends these meetings and is "your voice".

The Regional meetings are chaired by the Regional Chairperson or designate. The meetings follow an agenda which is circulated at the beginning of the meeting. Revisions to the agenda are done on an "as needed" basis, usually at the start of the day.

1) Agendas

A typical agenda may include the following items:

- a review of Climate Goals
- adoption of the agenda: this is an opportunity to propose changes
- adoption of the minutes of the previous meeting: minutes are reviewed for accuracy, and old business may be raised for further discussion
- Regional Executive members provide both verbal and written reports: e.g. financial report from the Treasurer etc...
- the Regional Chairperson provides both a verbal and written report regarding the latest information about Council activities. Members have an opportunity to discuss any issues that arise out of the report
- an Open Forum gives members the opportunity to bring forward any issues or questions. Members may be seeking direction and information, or offering information to the membership. - Steward Coordinators provide individual work site reports discussing lay offs, bed closures, grievances, Professional Responsibility issues etc...
- the Labor Relations Officer may present a specific contract interpretation issue

2) Meeting Rules

"Robert's Rules of Order", which are a written guide to Parliamentary procedure, are used to help ensure that the meeting runs in an orderly fashion. The following are a few examples that will help you understand what is happening during the meeting:

A) Speakers' List: When someone wishes to speak on an issue, they indicate by holding up their hand. An Executive member will maintain a written list of speakers and notify members when it is their turn to speak. People who are speaking to an issue for the first time will be given a chance to speak before someone who has already spoken. We encourage all speakers to speak clearly, stand and face the delegation.

B) Motions: A motion is made when the delegation or an individual member wants to achieve something, or when an issue requires formal endorsement by the Regional membership. For example, approval of the minutes of the previous Regional meeting requires someone to move a motion to approve the minutes. The Chair person will ask for a "seconder", someone who also agrees to move the motion. Once the motion has been seconded, the motion can be debated, and then followed by a vote by show of hands.

C) Point of Information: If someone is unclear about an issue that is being discussed or if they require further information, they may interrupt the speaker by asking "point of information". Once the Chairperson acknowledges that person, they may ask their question. However, they may not speak to the issue at that time. They must request to be on the speakers' list.

D) Open Forum: Part of the meeting is set aside for open discussion. This is an opportunity for any member to express ideas, discuss and debate any issue. The exchange of information is unedited and uncensored however, climate goals are in place.

Provincial Structure

The British Columbia Nurses Union is among the largest 10 unions in the province. There are approximately 26,000 members from all 3 sectors of nursing: hospital, community, and long term care. The Union structure is divided into 16 Regions throughout the province. The core purpose of the BCNU is "To promote and protect the socioeconomic well-being of our members and their communities." This is most often achieved by negotiating and maintaining collective agreements. BCNU has become increasingly more involved in activities aimed at protecting and preserving the Canadian Medicare System.

BCNU Council:

The BCNU Council is the governing body of the Union. It consists of the following elected positions:

- 1) President - full time paid position
- 2) Vice President
- 3) Treasurer
- 4) Executive Councilors (2)

These 5 positions make up the Executive Committee of the Union

- 5) Chairperson from each of the 12 smaller regions
- 6) Co-Chairpersons (2) from each of the 4 larger regions

The names of the current Officers can be found in the Update magazine which is mailed out quarterly to all members.

The BCNU Council is responsible for the day to day functions of the Union (e.g. establishing policies, determining the budget, acting on resolutions passed at the Convention etc...) Council is assisted by and gives direction to the excluded management staff. The management staff in turn, directs the unionized staff. The unionized secretarial and support workers belong to the Office and Technical Employees Union (OTEU), while Labor Relations Officers and Education Staff belong to the Communication, Energy and Pulp workers Union (CEP). The BCNU Council negotiates both the exclude and unionized staff contracts.

Convention:

The Union holds a convention annually where decisions are made that give direction to the Union on major issues affecting the membership. Each Region sends elected representatives called delegates who vote on issues and ultimately decide the direction of the Union. The Union must abide by the BCNU Constitution and Bylaws which acts as a "rule book."

Last Minute Reminders

- sign in at the beginning of each meeting
- you are expected to attend the entire meeting if collecting wage replacement, or other expenses
- complete the wage replacement, travel and child care forms before the close of the meeting
- please help maintain a respectful environment

- confirm your attendance with the contact person by the registration deadline

Climate Goals

Collectivity:

- 1) We actively seek information and involvement before we decide and act.
- 2) We acknowledge and value the views of each constituency but work together for the benefit of the whole.
- 3) When decisions have been made, we act and talk in concert.

Democracy

- 4) We stop, listen to, and seek understanding of ideas that are different from our own.

Equality

- 5) There is equality, fairness and respect in all our dealings with each other.

Honesty/Integrity

- 6) There is consistency and congruency between each person's words and actions.
- 7) People freely express and listen to concerns, feelings and facts.
- 8) When conflicts arise we seek resolution face to face, and in ways that are personal and respectful.

Caring, Compassion and Social Justice

- 9) We tackle problems, not people.
- 10) We treat each other as individuals and find ways to offer each other tangible support and care.

You can contact the BCNU office in Vancouver on the toll free line: 1-800-663-9991

You can check out BCNU online provincially at www.bcnu.org or regionally at www.wkbcnu.org

COMMON ACRONYMS

ADMO- assistant deputy Minister of Health

BC Fed – B.C. Federation of Labor (a provincial federation of trade unions – BCNU is a member)

BCGEU – B.C. Government Employees Union

BCMA – B.C. Medical Association (the group the physicians belong to, similar to BCNU)

BCNU – B.C. Nurses Union

BCTF – B.C. Teachers' Federation

CEP – Communication, Energy and Pulp workers (the union that the BCNU Communication and Education Staff belong to)

CFNU – Canadian Federation of Nurses' Unions (a national federation of nursing trade unions – BCNU is a member)

CJAC – Community Job Action Committee (composed of WJAC's central to an area like Trail, Nelson, etc)

CLC – Canadian Labor Congress (a national federation of trade unions – BCNU is a member)

CNA – Canadian Nurses Association

COO – Chief Operating Officer

CRNBC – College of Registered Nurses of B.C. (formerly the RNABC – Registered Nurses Association of B.C.)

CUPE – Canadian Union of Public Employees

EIP-Early Intervention Program

FFL –Front Line leadership

GATS – General Agreement on Trade in Services

HEU – Health Employers Union

HSA – Health Sciences Association

HEABC – Health Employers Association of B.C. (the group that represents health care employers)

HMO's – Health Management Organizations (types of health care in the USA where for-profit health companies operate)

IEN-Provincially Educated Nurse Advocates

IHA – Interior Health Authority (the Employer for most West Kootenay members)

LNWC –Local Nursing Workload Committee

LRB – Labor Relations Board (provides mediation/arbitration for labor disputes)

LTD – Long Term Disability

MOH - ministry of Health

NAFTA – North America Free Trade Agreement

NPJC –Nursing Policy Joint Committee

NPMC –Nursing Policy Management Committee

OH&S – Occupation, Health and Safety

OTEU – Office and Technical Employees Union (the union that BCNU secretarial and support staff belong to)

P3's – Public/Private Partnerships (governments plan to build and operate a wide range of public services and facilities using private operators and contractors)

PAC- Practice Advisory Councils

PIL – Provincially Imposed Language (used to be our CA – Collective Agreement)

PPC- Provincial Practice Council Working Group

PJAC – Provincial Job Action Committee (responsible for the operation of any job action, whether BCNU's or another unions)

PNWC-Provincial Nursing Workload committee

PRF – Professional Responsibility Form (form used for documenting nursing concerns such as workload issues, see Article 59)

PVETC -Provincial Violence Education Task Force

RSS-Responsive Shift Scheduling

RJAC – Regional Job Action Committee (composed of the WJAC chairs and some members of the regional executive)

RWP-Respectful work place policy

RVPC- Regional Violence Prevention Sub committee

SWAT- Strategic Workload Analysis Team

UGN- Under Graduate Nurse

UPN – Union of Psychiatric Nurses

WJAC – Worksite Job Action Committee (composed of members for each worksite)

WTO – World Trade Organization

OTHER COMMITTEE'S

Long Term Care Working Group

Education: Internship/Co-op Programs

Targeted Based Education Funds

Innovative Work Place Change Funds

Managing Staffing Challenges