

**REPORT
OF THE
NATIONAL VICE-PRESIDENT
Shimen Fayad**

Activities for the period of October 2017 to April 2018

October 2017

Continued planning and preparation for upcoming RVP Training session. Attended various UMC meetings with various departments. Attended National Board of Director meeting.

November 2017

Attended joint Union and Treasury Board meeting for training and presentation on the new Program and Administrative Service Classification standard. Training provided information on the five new classifications as well as the point rating system elements. Facilitated session at RVP orientations.

December 2017

Participated in PSAC Leadership conference. Attended various departmental UMC meetings. Meeting held with membership for new local as result of Local 70008 trusteeship.

January 2018

Facilitated meet and greet activities with Health Canada and Public Health Agency membership in NCR region to bring awareness of upcoming AGM. Held AGM's for Tunney's Pasture local and Colonnade & Area local. Full executives elected at the AGMs.

February 2018

Participated in the PSAC Pre-Convention Finance Committee meetings from the 17th to the 23rd. Committee was tasked in reviewing the PSAC 2019-2021 Budget as approved by the National Board of Directors to recommend to PSAC Convention delegates approval of the budget. The Budget was approved by the Committee and subsequently the Committee reviewed over 30 Finance Resolutions and provided costings on many resolutions from the other Committees. Phoenix rally on February 28 to show UHEW support of members getting paid properly and on time! Meeting with ECCC in regards to current grievances and statistics.

March 2018

Together with UHEW National President and PIPSC representative, met with Deputy Minister of Environment and Climate Change Canada to discuss union management issues. Attended Local 70742 AGM for Environment and Climate Change Canada employees. Provided a brief update on National Office activities and my role as VP. Responded to inquiries on Phoenix and new pay classification system. Meeting with new local President for Colonnade and Area Local 70018 to provide guidance and role of local.

Meeting with consultant working on UHEW job descriptions for the reception/membership clerk positions. Attended FNIHB People Management Steering Committee meeting as co-chair. The meetings provide status reports on the transfer of members to the new department, Indigenous Services Canada. Attended the PSAC National Collective Bargaining conference where delegates were elected to sit on the bargaining committees for upcoming Treasury Board negotiations. Together with the UHEW National President, attended a meeting with Deputy Minister of Indigenous Services Canada to discuss next steps for Union Management Consultation with the new department.

Office operations

- Ensured scholarship award successful applicants were notified and awards were processed.
- Donated old cables and computer equipment to World Computer Exchange Ottawa. (<https://worldcomputereexchange.org/donate-computers/>).
- Ensure RVP Handbook in both official languages and mailed hard copies to those who requested.
- Regular meetings with staff surrounding administrative functions to ensure training activities of term staff continued. Meetings with service officers and one on one bi-lats to discuss workload and upcoming UHEW priorities for the next year.
- Working with Union Ware advisors at PSAC to customize reporting to meet needs of UHEW for reporting back to National Council. Gathering grievance information from former organizations which included different reporting formats to streamline reporting process of grievance status back to National Council.
- Meetings with Consultant in regards to work descriptions of staff. Draft work description for receptionist/membership clerk completed.
- Finalizing lists of new locals to provide to PSAC for transfer of membership to new local numbers.
- Regular meetings and conference calls with departments on Phoenix issues.