

## Contents

- 01: Editor's Note
- 02: Grievances
- 03: Featured Biography
- 04: Understanding Our CA
- 05: Financial Update
- 06: Did you know?
- 07: Executive Positions
- 08: Professional Awareness
- 09: Upcoming Dates
- 10: We Want to Hear from you!

## Editor's Note

Editor: M. Flowers

Fall is upon us and with it, the flurry of activity as the world resumes after summer holidays come to an end. Of course, everyone who works in a hospital knows the work doesn't stop simply because it's prime vacation time.

Nor do the problems facing our workers. Staffing shortages continue in many departments, concerns about parking are rampant, ESS and UKG issues plague practically every department associated with the programs, and grievances continue to be investigated and filed on behalf of members. The list goes on and on.

The amount of behind the scenes work done by the local executive (LEC) to try and continuously hold the employer accountable is staggering. It is a difficult, and often frustrating job, so as we have just recently elected a new LEC at September's GMM, I want to take a moment to say thank you to three individuals who have stepped down from their roles within the LEC but have played a large part in maintaining the function of our local.

Thank you to Vanessa Lawlor, who has served as our Treasurer for many, many years. To Alain Trudel, who has been our President for the last year and will stay on to help close the Local 464 office space. And to Jordan Elliott who has served as VP Civic for a number of years.

## Grievances

### What is a grievance?

According to our Collective Agreement (CA), a grievance is defined as "a difference arising between a member of the bargaining unit and the Hospital relating to the interpretation, application, administration, or alleged violation of the Agreement". (Article 9)

This means both the Hospital and the Union (and therefore its members) have agreed to a set of working conditions, and if any of these conditions have not been followed, a member may have the right to file a grievance.

### How do I know if I have a grievance?

1. **Know your Collective Agreement.** Your CA is available to you online at [OPSEU464.ORG](http://OPSEU464.ORG), through Human resources, or through your Unit Steward. If you do not have a steward, or don't know who your steward is, you can email [returntowork@opseu464.org](mailto:returntowork@opseu464.org).

The CA is your contract. Knowing what it says is each employee's responsibility.

2. If after reading the applicable articles in the CA, you still don't know if you have a grievance, contact your Steward or the OPSEU 464 office. Make sure you have all the facts necessary to explain your issue. We will help explain whether or not you have a grievance, and if so, how to proceed.

## My Steward says I have a potential grievance, what now?

1. In most situations, you will be advised that you have to give management a chance to fix the issue; sometimes it is actually just an error.  
There are **timelines** that must be honored; you have 14 days from when the issue arises to approach your immediate supervisor. Your supervisor then has 14 days to resolve the issue.
2. If the issue is not resolved, you then have 14 days to file your grievance. Within this period, contact your Steward, or call OPSEU 464 and we will help initiate the process.

## The Grievance Process

**Step 1.** Once your manager has been informed of the grievance, they will confer with Employee Relations (ER), speak with the Union, investigate the issue, and hopefully, resolve it to your satisfaction. If it is not resolved, we proceed to Step 2.

**Step 2.** At this step, there will be a more formal meeting(s), with you, the Union, management, and Employee Relations. Both parties will present their points, and, according to our CA, by the end of the 30<sup>th</sup> day (from when the grievance was filed), the Hospital will provide a response. The Union then has 14 days to either accept the proposal or go to Arbitration.

### Arbitration

If the decision is made to go to Arbitration, the Union and the Hospital agree to accept the determination made by a mutually agreed Arbitrator who will hear the case and come to a determination. An Arbitration

date will be set at that time and the Arbitrator's decision is binding to both parties.

When a grievance is referred to arbitration, the employee will receive a letter from OPSEU/SEFPO to prepare for arbitration. Typically, the Local will already have this information on file, so there is no immediate step to take.

### Mediation

In many situations, the Union and the Hospital will agree to mediation. At mediation, there will be a mediator present to guide the parties towards an agreement. This is not suitable in every case but can be beneficial in some situations. Your union rep will let you know if mediation is recommended.

## Featured Biography

### Introducing our Secretary/ Return to Work Officer: Sara Imadi

I began my journey into health sciences with the dream of going into medicine, and after multiple life hurdles, I found myself learning about the union and finding that the union values aligned with mine.

I currently work as an OBGYN sonographer and when the opportunity presented itself to represent my fellow sonographers, I jumped at the chance to help our union members as a way of giving back to healthcare workers.

My passions include advocacy, photography, and learning.

## Understanding Our CA

### Tips to better understand the collective agreement and how to solve common issues.

**Problem:** My manager is trying to schedule me for more than 7 shifts in a row. Is this allowed?

# OPSEU / SEFPO

## Local 464 Newsletter

ISSUE #07  
Q3 2024

**Solution:** The CA is clear in 17.06 (d) that employers should not be scheduling staff for more than seven (7) consecutive shifts unless requested by the member. While the CA is not explicit about whether PCR (premium contract related) would be awarded, it can be a possible remedy to explore e.g. an 8th consecutive shift being paid time and one half (x1.5).

If a manager refuses to pay PCR for an 8th (or subsequent) consecutive shift, then the member should remind the manager of the CA clause and inform them that the shift should be awarded as an overtime opportunity and distributed equitably amongst interested members instead.

While the CA may not be clear on this, the Employment Standards Act (ESA) is and states that employees must receive at least a) 24 hours off each work week or b) 48 consecutive hours off in every period of two consecutive work weeks.

Collective Agreement (CA) Article that applies:

*Article: 17.06 (d) The Hospital will schedule no more than seven (7) consecutive days of work, unless the employee requests otherwise*

## Financial Update

A full financial update was provided to members who attended the September General Membership Meeting. If members wish to review the financial statements, they are encouraged to reach out to [treasurer@opseu464.org](mailto:treasurer@opseu464.org).

While the treasurer's job is to keep the finances organized and provide financial updates throughout the year, their work is confirmed by two trustees who are required to approve the books.

Trustees serve a term of two years and are individuals who are not involved directly with the business of the local executive. OPSEU/SEFPO 464

elected two new trustees for the 2024-2026 term. We are pleased to welcome Jaswinder Chahal and Kamila Kogutowicz to their new roles.

## Did you Know?

CA clause 17.02 states employees are entitled to a relief period every three point five (3.5) hours and clause 17.06 (n) states that employees shall not be scheduled to work less than 3.75 hours.

Combined, these clauses indicate that if you are scheduled for a four-hour shift, then one of two things should happen:

**A)** you should punch out at 3.75 hours and be paid for four (4) hours (since your 15 min rest period is paid)

or

**B)** you work the full 4 hours, without break, and should be paid 4.25 hours (since your 15 min rest period is paid).

*If you work a 4-hour shift without break, you should be paid 4.25 hours.*

## Executive Positions

Local President: Sophie Roy

Chief Steward: Suzanne Pashak

Return to Work Officer & Secretary: Sara Imadi

Health and Safety Officer: Teresa Van Dongen

Treasurer: Rob MacLeod

VP Civic: Usama Saeed

VP General: Melanie Flowers

VP Rehab: Una Wallace

# OPSEU / SEFPO Local 464 Newsletter

ISSUE #07  
Q3 2024

VP Riverside: Lisa Hadley

## Professional Awareness

### September:

September 8 World Physical Therapy Day

### October:

October is Occupational Therapy Month

October 7-11 Sonography Week (DMS)

October 20 Respiratory Therapy Week

Spiritual and Religious Care Week

October 21 Health Information Professional Week

October 27 World Occupational Therapy Day

October 27 National Healthcare Facilities  
Engineering Week

Canadian Patient Safety Week

### November:

November 3 Medical Radiation Technology Week

November 27 National Physician Assistant Day

## Upcoming Dates

Winter 2025 General Membership Meeting  
(Vote for Bargaining Team)

April 2025 OPSEU Annual Convention

Spring/Summer  
2025 General Membership Meeting  
(bylaws)

## We Want to Hear from You!

We would love to hear your ideas

Have a question you'd like answered? Suggestions on information you'd like to see? Looking for ways to get involved in the union? Want to feature your profession for our members to learn about? Email us at [communications@opseu464.org](mailto:communications@opseu464.org)

### Respectful Communication Only

Please keep in mind the communication committee is a group of *volunteers* who are interested in keeping members informed as much as possible. Please be patient with email response times and keep all communication respectful. Aggressive, rude, or harassing behavior will not be tolerated.