

## MINUTES

**In Attendance:**

For Management:

Milind Deshpande (Co-Chair)  
 Shirley Carder  
 Junaid Akhtar  
 Riah Batson (HRA)

For the Union:

Ron Marciniak (Co-Chair) \*  
 Fariya Chowdhury  
 Frank Vounasis

**Regrets:**

none

\* Indicates in the chair

ITEM	DISCUSSION	ACTION
1. Agenda	<ul style="list-style-type: none"> <li>• Proposed agenda items were jointly reviewed, discussed and agreed upon for inclusion into today's meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Agenda was approved.</li> <li>• Pending items from the previous meetings were identified and briefly discussed for salient updates.</li> </ul>
2. Terms of Reference (TOR)	<ul style="list-style-type: none"> <li>• TOR has been shared with the HRA, approximately over 5 months ago.</li> <li>• TOR can be finalized at this stage in time as the management and Union can jointly proceed to finalize the TOR.</li> </ul>	<ul style="list-style-type: none"> <li>• TOR can be finalized now directly by both parties, out side of the meeting, as the LERC committee composition is complete with addition of the HRA and Union representation, and no document revision requests have been received from any parties for the last 5</li> </ul>

		months.
3. Conversion of Term Classified to FTE	<ul style="list-style-type: none"> <li>Ron brought in a request discussion on the protocol/process for conversion of Term Classified to FTE after 18 months.</li> </ul>	<ul style="list-style-type: none"> <li>HRA and all attendees discussed this topic in great details, often referring to various sections/ parts of the Collective Agreements to the satisfaction of all attendees including the Union representatives.</li> </ul>
4. Other business	<ul style="list-style-type: none"> <li>None</li> </ul>	None
5. Next meeting	<ul style="list-style-type: none"> <li>Will be on Friday 29-Nov-2019</li> </ul>	<ul style="list-style-type: none"> <li>Review published minutes and review/follow the agenda.</li> </ul>

Signed: Nov. 06, 2019



Management Co-Chair



Union Co-Chair