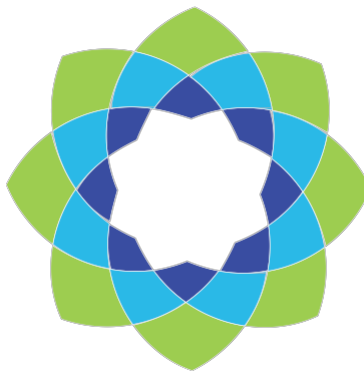


**RATIFICATION DOCUMENT**  
*Highlights*



**Community Social Services**  
**Bargaining Association**

**E&OE**

***After 12 months from the start of collective bargaining and about 4 months of targeted strike action by the membership, a tentative agreement for the Community Living Services (CLS) and General Services (GS) sub-sectors was reached at 4:20 AM on March 2, 2013.***

***We were able to secure some money for the membership while pushing back on concessions that were sought by the government's mandate of "cooperative gains".***

***We had a number of difficult decisions to make as we were compelled to identify immediate and longer term savings or an Agreement was not achievable. As an example, we made efforts to increase sick leave days and sick leave pay, but we would have had to use money for wages to make any improvement; since wages was by far the highest priority for members, that is where we focused our energy.***

***If you would like to see the actual language and the explanations for same, please refer to the Comprehensive Report document.***

***This document simply highlights what the changes mean to the members:***

### **3.6 Recognition and Rights of Stewards**

**(b)** - New language to allow for other representation (staff representative or local officer) where an appropriate Steward is not available to a member.

### **3.8 Union Communications**

**(b) and (c)** – The changes to these sub-clauses enhance the ability to communicate with Union members including the use of websites and electronic copies of Union communications at the worksite.

### **8.3 Labour Management Committee**

**(a)** – Employee's who are required to attend Labour Management Committee meetings will be compensated whether the meeting happens during work hours or outside work hours.

### **9.8 Time Limit to Submit to Arbitration**

**(b)** – Change to this sub-clause provides a process for the disclosure of documents to allow both the Union and the Employer a tool to determine the merits of issues in dispute.

**11.6 Right to Have Union Representative Present**

(c) – This change is a “right of counsel” change which allows a member the ability to choose which Steward they would like to represent them.

**12.2 Seniority List**

We have expanded information provided on seniority lists to include an employee’s status as well as their continuous service date.

**13.2 Pre-Layoff Canvass**

(c) – The change to this sub-clause means that the Union will be notified of an employee’s choice (accept lay-off, bump, etc.) after the employee receives the lay-off notice.

**13.4 Bumping**

(a) Although the time allocated for choosing to bump or not has changed from seven days to five days, more information will be available to members at the time of the lay-off notice: Name, Seniority, Nature of position (regular full-time, regular part-time, temporary full-time, temporary part-time), classification, grid level, program or location, current shift schedule including hours per week and employer contact information.

**17.1 Paid Holidays**

Family Day was added

**20.8 Compassionate Care Leave**

An employee who has been approved for Employment Insurance Compassionate Care Benefits will be approved for an unpaid leave of absence, and employees waiting for approval of Employment Insurance Compassionate Care Benefits may be granted general leave as per Article 20.6.

**21.1 (e) Maternity Leave and 21.7 (b) and (c) Seniority Rights on Return to Work**

Employee’s returning from maternity leave do not have to reapply anymore to return to their former position. They just have to issue a notice to return to work from their maternity leave.

**24.3 Appointment Policy**

(a) – For vacant supervisory positions only where an applicant is seeking a promotion into the vacancy, seniority will play a lesser role in the selection process.

**24.5 – Trial Period**

Trial periods can be extended if there are absences of greater than two weeks.

**24.11 Temporary Vacancies**

**(b) and (c)** – Unfortunately we had to accept that some immediate savings were required in order to meet the government’s “cooperative gains” mandate. For casuals, pay in lieu of vacations and statutory holidays went from 10.2% to 9.8%.

We did, however, get agreement that temporary vacancies are extended to 18 months from 12 months.

**26.9 Transportation Allowance**

**(a)** – The transportation allowance was increased by \$0.04 per kilometre. Every other increase found in the other public sector agreements was increased by \$0.02 per kilometre.

**26.10 Meal Allowance**

The meal allowances are increased by these amounts: Breakfast - \$1.50; Lunch - \$1.75 and Dinner - \$2.00.

**26.13 Criminal Record Check**

The Employer will pay for the cost of any criminal records checks required as a condition of continued employment.

**Article 27 Health and Welfare**

Hearing aids (including devices and accessories) are increased to \$1,000 per adult every 48 months and \$1,000 per child every 24 months.

**28.1 Damage to Personal Property**

**(b) and (d)** – The two year limit on use is deleted, plus we increased the amount that can be claimed and expanded what property damage can be claimed.

**29.4 Complaints Procedure**

**(i)** – Along with an improved notification process, the parties have agreed to develop a pilot project to try and streamline the complaint procedure process.

**30.6 Application of Agreement to Casual Employees**

We have deleted the casual exclusion reference to overtime for part-time employees in this Clause; meaning that casual employees can access overtime in accordance with Clause 16.10.

**32.1 Duration**

This Agreement, if ratified, will expire at midnight on March 31, 2014.

**Appendix A – Wages**

Members that are at Step 1, no matter what Grid they are in, will receive a 1% increase effective April 1, 2013.

All members will receive a general wage increase of 1.5% on April 1, 2013.

All members will receive a general wage increase of 1.5% on January 1, 2014.

**Appendix A, Section B - Wage Protection**

Wage protected employees will receive 50% of any general wage increases. Plus these employees will not run the risk of losing their wage protection if they change classifications.

Many of these employees have not seen a wage increase in 10 years.

**Labour Market Adjustment Letter**

Funds have been allocated to address wage adjustments for classifications that have the greatest labour market pressures. The Unions will have a say in how these funds are to be targeted.

**Memorandum of Agreement #14 - Sick Leave, Illness and Injury Plans and Benefit Improvement Costs**

We have agreed to form a Joint Disability and Drug Management Committee. This will allow for a full review of the Health and Welfare benefits to find ways to improve those benefits and reduce time periods of illness and injury.

**Memorandum of Agreement #15 - Benefits While On Certain Leaves of Absence**

Extending Health and Welfare benefits to members while on unpaid leaves of absence is expensive for individual agencies. The language in this memorandum allows for the parties to explore ways in which these costs can be amortized throughout the CSS sector so that the extension of Health and Welfare benefits for members on unpaid leaves of absence can be achieved.

**Memorandum of Agreement #18 – Continuity of Service and Employment**

This is a tri-partite agreement between the CSSBA, CSSEA and the government. It provides our members with employment security and agencies with some contract security.

**Letter of Understanding – Impacts of Changes in Service Delivery**

This is to review the systemic pressures of the CSS sector in service delivery. These pressures result in an increased need for orientation and training. The Sector Committee has been tasked to address these issues.

**Letter of Understanding #2 - Labour Adjustment, Education And Training Fund Memorandum**

The Labour Adjustment and Education Fund (LAEF) is maintained in trust.

**Letter of Understanding #4 - Joint Training**

The parties have agreed to develop a joint training program for Stewards and Supervisor/Managers. This should assist with labour relations at all agencies.

**Cost Savings**

Below is the list of items identified as cost savings under the governments "cooperative gains" mandate.

- Effective April 1, 2013 reducing casual employee "pay-in-lieu" of vacation and statutory holidays from 10.2% to 9.8%.
- Including mandatory early intervention program for illness or injury.
- Implementing a central dispensary for maintenance drugs.
- Deleting MOA #13 Re: Market Adjustment Premium.
- Effective April 1, 2013, amending MOA #2 Re: Superior Benefits and Provisions to delete: (3) - Statutory Holidays;
- Agreeing not to print the GS, CLS and AS agreements that expired on March 31, 2012 and to print one-half of the normal required amount of collective agreements for the GS and CLS agreements expiring March 31, 2014.
- Saving \$60,000 cost pressure by not replenishing the LAEF.
- Implementing disability management program, etc. as per MOA #14 Re: Sick Leave, Illness and Injury Plans and Benefit Improvement Costs.

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