

## Labour Management Relations Committee (LMRC)

August 8<sup>th</sup>, 2024 @ 11:30 am  
Mike, Tanee, John, Karla, Jeff, Andrea

### **Discussion Points & Outcomes**

#### **1. Benefits Claims Experience Update**

- The new Claims Expense Statement shows the claim percentages in terms of dollar values. The June 2021 to May 2024 report shows that claims were very high this May compared to last year at the same time. An analysis for this was requested which showed no consistent reason for the increase. The claims spiked from approximately \$14,000 in 2022 to approximately \$43,000 this year. Vision claims spiked in April but that could be coincidental in that many people had anniversary dates at that time. The dental claims in May 2024 were more than the cost of the entire plan in 2022. It may be due to the fact that new people were hired, however it was consistently high for the whole year, in fact tripling from years' past. Health care spending has not been super high on the whole. This is good information for upcoming bargaining and so that we can come up with some solutions for things we can do moving forward. We are doing an RFQ for the plan so should we look at altering benefits? If the plan was insured it would probably be more expensive and lack the flexibility we have with a self insured plan. If we offer an opt-in/opt out version it would be more expensive for those that opt-in. We don't necessarily want a one time option for opt-in but it is not fair to let people in after the fact when they need it all of a sudden and while everyone else has been paying into it. It will help to be able to show people how much the usage is compared to how much they pay into the plan. The priority is to preserve the plan because it keeps people here and draws people in.

#### **2. Intern Position Update**

- Working with Juliet to recognize the gaps in the Finance department. Currently Tammy has Radio Western (RW) plus e-commerce and RW is taking an inordinate amount of time. It's hard to assess Tammy's capacity at this point. It would be helpful to split out the work with an Intern to see how much time it takes to do the work. The filing needs doing as well and an Intern could help with that working 5-10 hours a week. Our mandate is to have a student working in every operation. This hiring will allow Tammy

to do her job. We will post for a full time staff member in October to start mid November. The department has potential upcoming retirees and people are not able to take vacation due to the time sensitivity of the department's work. The new person will take on part time payroll and shadow Sheli and Tammy so that there is backup for the work. In terms of the Intern, we will revisit the position next year once this person has tracked their hours and we see what was required.

- Currently working on financial and operational policies and procedures that detail who is accountable to who, who approves what etc.

### **3. Job Evaluation Update**

- Last year we reviewed all of the jobs except Financial Assistant and Student Organizations Advisor because they had new incumbents. The Purple Store Coordinator role was also left off the list in order to allow Mike to familiarize himself with the current iteration of the job. The Job Analysis Questionnaire will be sent out to the incumbents in these three positions this week and will be due to Managers for review on October 15th. The Managers will have until the end of October to review and sign off on the Questionnaires. The Joint Job Evaluation Committee will complete their review process by the end of November.