



British Columbia

PSAC BC Regional Council Reference Materials:

Committee Draft Terms of Reference
& March Committee Reports

Compiled April 2012



**BC REGIONAL COUNCIL COMMITTEE
REFERENCE MATERIALS
Subject to RC Approval**

CONTENTS

2012 BC Regional Council Contact Information.....	3
2012 BC Regional Council Committee Composition.....	5

Draft Committee Terms of Reference

BC Regional Council By-Laws Committee.....	8
BC Regional Council Convention Committee.....	9
BC Regional Council Donations Committee.....	11
BC Regional Council Education Committee.....	12
BC Regional Council Environment Committee.....	14
BC Regional Council Finance Committee.....	15
BC Regional Council International Solidarity Committee.....	16
BC Regional Council Political Action Committee.....	18
BC Regional Council Subsidies Committee.....	19

Committee Reports Presented at the March Regional Council Meeting

BC Regional Council By-Laws Committee.....	21
BC Regional Council Environment Committee.....	23
BC Regional Council Finance Committee.....	25



2012 BC REGIONAL COUNCIL CONTACT INFORMATION

Office of the Regional Executive Vice-President - BC

302 - 5238 Joyce Street
Vancouver, BC V5R 6C9
www.psacbc.com

Office: (604) 430-0191
Toll free: (866) 811-7700
Fax: (604) 430-0451

Bob Jackson
Regional Executive Vice-President

Mobile: (778) 686-1626
JacksoB@psac-afpc.com

Patrick Bragg
Political Communications Officer

Direct: (778) 383-1773
BraggP@psac-afpc.com

Kristin Schnider
Executive Assistant to the REVP

Direct: (778) 383-1770
SchnidK@psac-afpc.com

BC Regional Offices

Vancouver Regional Office
200 - 5238 Joyce Street
Vancouver, BC V5R 6C9

Tel: (604) 430-5631
Toll free: (800) 663-1655

Victoria Regional Office
210 - 1497 Admirals Road
Victoria, BC V9A 2P8

Tel: (250) 953-1050
Toll free: (866) 953-1050

Joanna Schultz
Regional Coordinator

Direct: (778) 383-1751
SchultzJ@psac-afpc.com

Vancouver RO Staff Contacts

Hetty Alcuitas, Secretary
Regina Brennan, Regional Rep
Janelle Ho Shing, Regional Rep
Katherine Kirkwood, Secretary
Patricia Mullin, Admin Assistant
Amal Rana, Regional Education Officer

AlcuitH@psac-afpc.com
BrennaR@psac-afpc.com
HoShinJ@psac-afpc.com
KirkwoK@psac-afpc.com
MullinP@psac-afpc.com
(currently on leave)



2012 BC REGIONAL COUNCIL CONTACT INFORMATION

Vancouver RO Staff Contacts Continued

Colette Savarie, Regional Rep

SavariC@psac-afpc.com

Deb Seaboyer, Acting Regional Education Officer

SeaboyD@psac-afpc.com

Dave Thompson, Regional Organizer

ThompsD@psac-afpc.com

Monica Urrutia, Regional Rep

UrrutiM@psac-afpc.com

Victoria RO Staff Contacts

Dave Jackson, Regional Rep

JacksOD@psac-afpc.com

James Little, Regional Rep/Health & Safety

LittleJ@psac-afpc.com

Rosemary MacKenzie, Admin Assist

MacKenR@psac-afpc.com

Collective Bargaining Branch Office

300 - 5238 Joyce Street

Tel: (604) 430-5761

Vancouver, BC V5R 6C9

CBB Staff Contacts

Laurel Axam, Secretary

AxamL@psac-afpc.com

Luc Guevremont, Regional Negotiator

(currently Acting ROB Director)

Deb Seaboyer, Grievance & Adjudication Officer

(currently Action Regional Education Officer)



2012 BC REGIONAL COUNCIL COMMITTEE COMPOSITION

The BC Regional Council has nine standing committees to which Council members are appointed.

Below the members for each of the 2012 Committee members are listed. Although not listed, both the REVP and the Alternate REVP are standing members to each of the nine committees. At the request of a Committee, staff of the PSAC Regional Offices and the Office of the REVP may also provide support to the work of the Committee.

In addition to the nine standing Committees, ad hoc subcommittees of the BC Regional Council may be struck and dissolved as required by the Regional Council.

By-Laws Committee

Jayne Johns, Chair	JohnsJ@psa-afpc.com
Shawn Hall	shawna.mc.hall@gmail.com
Cindy Little	LittleC@psac-afpc.com
Jamey Mills	MillsJ@psac-afpc.com
Susan Yaciw	YaciwS@psac-afpc.com

Convention Committee

Virginia Vaillancourt, Chair	VaillaV@psac-afpc.com
Be Gomes	GomesB@psac-afpc.com
Jamey Mills	MillsJ@psac-afpc.com
Antony Paller	antonypaller@shaw.ca
Tracy Shudo	tjshudo@gmail.com

Donations Committee

Tracy Shudo, Chair	tjshudo@gmail.com
Paul Croes	CroesP@psac-afpc.com
Jayne Johns	JohnsJ@psac-afpc.com
Antony Paller	antonypaller@shaw.ca
Erica Yang	YangE@psac-afpc.com

Education Committee

Susan Yaciw, Chair	YaciwS@psac-afpc.com
Heather DuDoward	rhd@haidagwaii.net
Jennifer Ho	HoJ@psac-afpc.com
Sam Wiese	WieseS@psac-afpc.com
Erica Yang	YangE@psac-afpc.com



British Columbia

Environment Committee

Nic Humphreys, Chair

Nick.Humphreys@NRCan-RNCan.gc.ca

Be Gomes

GomesB@psac-afpc.com

Terri Lee

leet102@shaw.ca

Jason Salchert

jason_salchert@rogers.blackberry.net

(Vacant)

Finance Committee

Cindy Little, Chair

LittleC@psac-afpc.com

Sargy Chima

sargychima@hotmail.com

Nic Humphreys

Nick.Humphreys@NRCan-RNCan.gc.ca

Kelly Megyesi

kelly.megyesi@gmail.com

Christine Walker

c.walker@telus.net

International Solidarity Committee

Paul Croes, Chair

CroesP@psac-afpc.com

Shawna Hall

shawna.mc.hall@gmail.com

Jennifer Ho

HoJ@psac-afpc.com

Patt Holmes

pattholmes@gmail.com

Kelly Megyesi

kelly.megyesi@gmail.com

Political Action Committee

Sam Wiese, Chair

WieseS@psac-afpc.com

Heather DuDoward

rhd@haidagwaii.net

Terri Lee

leet102@shaw.ca

Jason Salchert

jason_salchert@rogers.blackberry.net

Virginia Vaillancourt

VaillaV@psac-afpc.com

Subsidies Committee

Sargy Chima, Chair

sargychima@hotmail.com

Patt Holmes

pattholmes@gmail.com

Christine Walker

c.walker@telus.net

(Vacant)



British Columbia

BC Regional Council Committee Draft Terms of Reference



BC PSAC Regional Council By-Laws Committee

Terms of Reference

The following Terms of Reference have been drafted and adopted by the B.C. Regional Council By-Laws Committee:

- The BC Regional Council By-Laws Committee shall be established and report per Section 12 of the By-Laws of the BC Regional Council.
- The By-Laws Committee will select a chairperson from among the Committee members.
- The By-Laws Committee shall meet in conjunction with Regional Council in-person meetings, between Regional Council meetings as required and at others times as called by the Regional Executive Vice-President.
- The By-Laws Committee will ensure that any issues that could have an impact on the By-Laws of the BC Regional Council are referred to the Regional Council to consider.
- The By-Laws Committee will also perform any additional work assigned by the Regional Executive Vice-President.



BC PSAC Regional Council Convention Committee

Terms of Reference

Vision

The Convention Committee aims to make each Convention a vital inclusive event where members meet to discuss resolutions, hold elections and have formal and informal networking opportunities. The Committee aims to make each convention a safe and healthy event.

Goals

1. To ensure the Convention is a milieu for all Union Activists to be well informed on current campaigns and provided an opportunity to debate resolutions on the floor and to elect representatives for the next three years following Convention
2. To ensure all PSAC BC Union Activists feel they are an integral part of the Convention
3. To contribute to the advancement of union knowledge, education and training
4. To develop an operational framework to realize the short and long term goals and strategies of the Convention
5. To promote inclusiveness with all PSAC BC Union members through Convention activities
6. To consider the comments of the members at previous conventions and make adjustments for the upcoming convention
7. The Committee will seek to make decisions by consensus

Terms of Reference

1. The Convention Committee will advise and guide the PSAC BC Triennial Convention planning.
2. The Convention Committee will work collaboratively and in consultation with the PSAC BC Office of the REVP and PSAC Regional Offices staff in development of, and to plan the PSAC BC Triennial Convention program, agenda, registration fees, theme and review options available for future Convention sites.
3. The Convention Committee will provide representative input into convention planning from PSAC BC's constituents.
4. The Convention Committee will promote a spirit of inclusiveness regarding the Convention within the membership of the PSAC BC region.



British Columbia

5. The Committee will engage in a process of continuous quality improvement through a cycle of evaluation, planning and action.
6. The Committee shall deal with business referred to the Committee by the PSAC BC Regional Executive Vice-President and/or the PSAC BC Regional Council.
7. The Committee Chair will liaise with the Office of the REVP regarding recommendations and questions from the Convention Committee and will report back to the Committee.
8. All donation monies raised at the PSAC BC Triennial Convention will be allocated to one or more charitable organizations or Social Justice causes to be decided in advance of Convention.

Accountability

1. The Convention Committee is a standing Committee of the PSAC BC Regional Council and reports to at Regional Council meetings and to the Office of the REVP through the Convention Committee Chair.
2. The Committee will ensure that its reports are forwarded to the Regional Council as required.
3. The Committee will receive prior approval from the REVP before all correspondence, printed materials, public statements, etc. are produced.
4. The Convention Committee will provide updated status reports to the Regional Council at meetings and upon the request of the Office of the REVP.
5. Prior to the adjournment of a meeting, the Committee will establish, whenever possible, the next meeting date for the Committee.
6. Following the PSAC BC Triennial Convention, the Convention Committee shall debrief within one (1) month either in person or via teleconference to review the comments and suggestions from the Convention Delegates, Observers and guests, and to review what went well, what didn't and what things need to change. The Committee will create a debrief report, which will be presented within two (2) months following Convention at a BC Regional Council meeting.

Membership

The Convention Committee is composed of Regional Council members who have requested to be on the Committee. The Committee will consist of a minimum of three (3) and no more than six (6) Regional Council members. The Committee will also request that a PSAC BC Regional Rep be assigned to the Committee to assist. Staff support to the Committee will be provided by the PSAC BC Office of the REVP.



BC PSAC Regional Council Donations Committee Guidelines for Making Donations/Contributions to Organizations and Campaigns

Categories:

1. Sustaining Contributions
2. Campaign Contributions
 - Labour organizations (strike fund, awareness raising, education)
 - Solidarity organizations (regional or international)

Areas of Focus:

Donations or contributions may be granted to an organization or activity that falls into one or more of the three areas below:

1. Public Service - Globalization, anti-privatization, anti-poverty, environmental issues, water rights, etc.
2. Social Justice - Human rights, equity, community, international solidarity, etc.
3. Labour - Events that celebrate labour history, international solidarity, etc.

Recommendations:

1. Donations may be given to those organizations that solicit funds from the PSAC or that the Regional Council proposes as an organization/activity it wishes to support.
2. The Donations Committee will meet twice per year to prepare donation recommendations for the Regional Council.
3. The budget allocation for donations will be set by the Regional Council.
4. The Donations Committee shall work to ensure that funds are
 - a. focused on local (BC) organizations, campaigns and events
 - b. distributed throughout the region
5. The Regional Council, by simple majority, can exceed the recommended dollar amount of a donation.
6. Each Regional Council Coordinator has the option of using a reasonable amount of their own budget to make contributions to organizations/campaigns in their area of responsibility provided the above guidelines are applied and their RC activities are still adequately funded.



PSAC BC Regional Council Education Committee

Terms of Reference

The PSAC BC Regional Council is committed to a dynamic, relevant and accessible program of union education for PSAC members in BC. To this end, the Education Committee will:

1. Actively promote the education program to members, locals, regional committees and regional leadership;
2. Identify current needs, anticipate emerging issues and seek broad-based union input for the Regional Education Plan;
3. Formulate recruitment strategies for education activities and; in cooperation with the Regional Offices (RO), other members of the Regional Council, regional committees and local executives; actively recruit members for scheduled education courses;
4. On behalf of the Regional Council, work collaboratively with the Regional Education Officer (REO), RO staff and the Regional Executive Vice-President (REVP) in development of the Regional Education Plan; and
5. Review and discuss issues relating to PSAC education in BC and, where applicable, formulate recommendations for consideration by the full BC Regional Council.

The Committee will consist of at least two (2) and not more than seven (7) members from the BC Regional Council. In appointing Committee members, **consideration shall be given based on** recommendations of the REO and representation needs relating to geography, equity and employer status, as well as members' commitment to the goals, principles and standards set out in the PSAC Policy on Membership Education.

The Committee will be chaired by a member of the Committee. The Chair will be selected by the Committee and will serve a designated term.

The Committee will meet in conjunction with meetings of the BC Regional Council and at other times as called by the REVP, **the REO or the Committee**. Meetings may be face-to-face or by conference call, whichever is most economical and feasible given the meeting agenda.



British Columbia

The REO will assist in coordinating Committee meetings. **The Chair of the Committee shall establish the agenda, be responsible for maintaining and forwarding the minutes of the meetings to the REO and the Committee members.** Additionally, the Chair of the Committee or a designated Committee member shall provide a report to at Regional Council meetings.

The Committee will seek to make decisions by consensus.



BC PSAC Regional Council Environment Committee

Terms of Reference

The following Terms of Reference have been finalized by the Environment Committee with the understanding that they are fluid and can be changed at any time by a simple majority vote of Committee members.

This Committee provides advice to the Regional Executive Vice-President and the PSAC BC Regional Council on environmental issues of concern to all PSAC members. The Committee's purpose and objectives include, but are not limited to, the following:

1. Recommend measures, programs and campaigns to the Regional Council to ensure that environmental issues remain a priority for the Union
2. Invite the Regional Council to refer environmental issues to the Committee for discussion and advice
3. Increase PSAC members' knowledge of environmental issues
4. Support PSAC members in developing and carrying out work on environmental campaigns
5. Assist in the development of resolutions related to national, provincial and local environmental issues
6. Serve as a mechanism to gather and vocalize environmental concerns of PSAC members
7. Liaise with environmental groups around the province on issues of mutual interest or concern
8. Participate in environmental conferences and forums



BC PSAC Regional Council Finance Committee

Terms of Reference

The following Terms of Reference have been drafted by the B.C. Regional Council Finance Committee with the intent that they be fluid to the extent that they may be amended as required by a simple majority vote of Finance Committee members.

- The BC Regional Council Finance Committee shall be established and report per Section 12 of the By-Laws of the BC Regional Council.
- The Finance Committee will elect a chairperson from among the Committee members.
- The Finance Committee shall meet during BC Regional Council meetings, between Regional Council meetings as required or at the call of the Regional Executive Vice-President.
- The Finance Committee shall submit a written report of their activities to the BC Regional Council meeting and the BC Regional Triennial Convention per Section 12 of the By-Laws of the BC Regional Council.
- The Finance Committee, in conjunction with the Office of the REVP, shall prepare the financial statements for the BC Regional Council.
- The Finance Committee shall be responsible for initiating an independent annual review of the BC Regional Council finances and expenditures.
- The Finance Committee will prepare a projected 3-year priority proposal for approval by the BC Regional Council prior to the BC Regional Triennial Convention.



BC PSAC Regional Council International Solidarity Committee Terms of Reference

Mandate

The International Solidarity Committee believe that human, labour and equity rights are issues that connect us globally. Support for our partners and allies strengthens our rights in Canada.

To carry out the Committee's mandate, the Committee will facilitate partnerships with other organizations and PSAC staff to support international solidarity and human rights by:

- Broadening discussion of issues relating to international solidarity within the leadership and membership of the PSAC BC
- Make recommendations to the Regional Executive Vice-President and BC Regional Council on issues relating to international solidarity
- Working with various regional committees to promote local activities and events
- Supporting and developing the principles of the PSAC Social Justice Fund

Composition

The REVP will appoint no less than five members to be on this committee. The Chair will be elected from within the Committee. At the request of the Committee, staff resources may be assigned to assist the work of the Committee.

Roles of the individual International Solidarity Committee

Participate fully at and between meetings

Role of the Committee Chair

Schedule meetings, prepare meeting agendas and consult with other members prior to meetings



Role of the Staff Advisor

- Act as a resource to the Committee
- Provide support and advice
- Participate in all Committee discussions with a voice but no vote
- Assist the Chair in scheduling meetings, planning agendas and keeping meetings on track
- Share information and expertise

Budget

The International Solidarity Committee requests a budget to cover operational expenses related to the international solidarity activities.

Reports

Minutes will be kept as a record of Committee meetings. The Committee will prepare biannual reports for the BC Regional Council.



BC PSAC Regional Council Political Action Committee
Terms of Reference

No written Terms of Reference was received from the Political Action Committee.



BC PSAC Regional Council Subsidies Committee

Terms of Reference

No written Terms of Reference were received from the Subsidies Committee.

New Regulation Regarding Convention and Conference Subsidies

(adopted at the March 29-31, 2012 Regional Council meeting)

Requests for convention and conference subsidies should

- Be in writing (email or paper) to the REVP's office
- Be received 3 weeks prior to registration deadline
- Contain a rationale why this convention or conference would be valuable for the applicant
- Give an indication how the information/experience obtained at the convention or conference will be used by the participant in union activities
- Indicate any other efforts the applicant has made to obtain funding

All requests will be forwarded to the Subsidies Committee for approval.

The following considerations will be used to award subsidies:

- Is the convention or conference labour, political or social activism related?
- Will the Region benefit from the member's participation in this event?
- Has the applicant been awarded previous subsidies for a convention or conference? If so, when?
- Normally, we will not fund more than 3 participants for the same convention or conference.
- Exceptions to the above should be mostly in the lower-cost category.

Subsidies:

Convention or Conference outside BC: \$500.00

Convention or Conference in BC, and participant has to fly: up to \$500.00

Convention or Conference in BC and no need to fly: \$250.00

There shall be a written report to the REVP's office within one month of the event.



British Columbia

BC Regional Council Committee March Reports



BC PSAC Regional Council By-Laws Committee March Report

The BC Regional Executive Council (REC) By-Laws Committee members are Jayne Johns (Chair), Cindy Little, Jamey Mills and Susan Yaciw. Prior to her resignation from the Regional Council, Cheryl Oenema was also a member of the Committee.

The By-Laws Committee met on the following dates:

January 25, 2012 by conference call

February 25, 2012 in person

and via email correspondence.

Terms of Reference

The Committee adopted the draft Terms of Reference as listed earlier in this document.

By-Laws

The Committee updated the BC Regional By-Laws in accordance with the May 2011 BC Regional Convention resolutions of record. The updated By-Laws are now posted on the BC Regional web site at <http://psacbc.com/sites/bc.psacadmin.ca/files/212-rc-bylaws-regs.pdf>.

The Committee continues to identify housekeeping amendments to the By-Laws and will consolidate them in a report to the REC prior to the 2014 BC Regional Convention.

Regulations

The regulations are now included as an appendix to the By-Laws for ease of reference.

The Committee reviewed Regulation 3, "BC Federation of Labour Convention Subsidy," in respect to the changes to the Federation's constitution in 2010. Specifically, the BCFL will now hold their convention biannually. The Committee does not recommend any amendments to the regulation.



The Committee recommends that the Convention and Subsidy information approved at the REC meeting May 13-14, 2001 (currently posted on the web site at <http://psacbc.com/bc-regional-council/convention-and-conference-subsidy-information>) be adopted by the REC as a new regulation. If adopted, the Committee recommends that the Subsidy Committee review the online application form and amend as required.

As for ongoing activities, all of the Committee members will be in attendance at the PSAC National Triennial Convention. The Committee will review the PSAC Constitution Committee Report to determine if there are any resolutions that have a potential impact on the BC Region and inform the BC Regional Council and BC caucus accordingly.

After the Convention, the Committee will also review the resolutions of record to determine if any amendments to the BC By-Laws are required.



BC PSAC Regional Council Environment Committee March Report

The Environment Committee met through email several times since the last Regional Council meeting. The business that was before the Committee included selecting a Committee chair and developing terms of reference.

Nic Humphreys was selected as chair of the Committee.

The Terms of Reference for the Committee were finalized with the understanding that they be a fluid document that can be changed at any time by a majority of the Committee members.

The Committee's draft Terms of Reference can be found earlier in this document.

Our Mission

The Harper Conservatives have consistently made the environment an extremely low priority. There has been a revolving door in the Minister of Environment's Office, with four ministers idling in the post over five years. Harper's government has continually undermined environmental improvement in Canada by favouring outdated reasoning that taking action on environmental issues hurts the economy.

The environment is crucial to Canadians' health and prosperity. We need clean air, water and soil. The environment and its resources sustain our economy and livelihoods. Canada must have a federal government that has the vision to lead our society along a greener and more sustainable path. Our next federal government must fund and implement a clear comprehensive environmental program including:

- Continuing to deal with the jobs crisis in Canada by publicly investing in a green jobs strategy centred on public transit, municipal infrastructure, building retrofits, energy conservation, renewable energy generation and other areas to foster job growth and environmental improvements
- Restoring and increasing Environment Canada's budget
- An ambitious GHG emissions reduction strategy and program that includes a price on carbon, such as a carbon tax that has protective measures for vulnerable Canadians. Any serious climate change actions in Canada will require a just transition program for adversely-affected workers and communities



The Committee also took it upon themselves to:

1. Review literature on the green sustainability of natural grown Christmas trees over plastic trees. The Committee has yet to decide if this will be a recommendation to the membership next year.
2. That the Regional Council send participants to the GreenJobs BC: Forum on retrofit. At the writing of this report it had not been determined who will attend the forum, but a report is expected from those that do attend.
3. Send out to the Regional Council a Forestry Science report on the enhancement to quality of life that urban trees can bring to neighbourhoods

Action Items

Action Item 1

The Environment Committee will be providing an environmental monthly update

Action Item 2

PSAC-BC Regional Council members who may have environmental issues/campaigns that they would like the Committee to assist with in terms of promotion and/or development are encouraged to submit them to the Environment Committee.

Action Item 3

The Environment Committee will soon present to the PSAC-BC Regional Council members a document outlining the environmental problems originating from Northern Gateway Project to inform the membership of the issues regarding Enbridge's pipeline and oil tanker process in the BC region. The package is to provide the membership to decide if they will support or oppose this project. The Environment Committee will be seeking a motion to publicly request support to oppose this project.

Action Item 4

To send someone to the BC Federation of Labour environmental workers job conference in September 2012 in Vancouver.

Action Item 5

Continue linking with the BC Federation of Labour and Labour Councils' environmental activities.



BC PSAC Regional Council Finance Committee March Report - Recommendations

1. The Finance Committee hereby recommends that the individual B.C. Regional Coordinators' Budget for the 2012 calendar year be set as follows, receiving a 10% reduction as compared with the Coordinator Budgets set in 2011:

Position	2012 Budget
Alternate REVP - Jayne Johns	\$900.00
Metro Vancouver Coordinator 1 - Terri Lee	\$450.00
Metro Vancouver Coordinator 2 - Jamey Mills	\$450.00
Metro Vancouver Coordinator 3 - Shawna Hall	\$450.00
DCL/Small Separate Employers Coordinator - Jason Salchert	\$450.00
South Vancouver Island Coordinator 1 - Cindy Little	\$900.00
South Vancouver Island Coordinator 2 - Virginia Vaillancourt	\$900.00
Health & Safety Coordinator - Sam Wiese	\$450.00
Young Workers Coordinator - Erica Yang	\$1,080.00
Racially Visible Equity Coordinator - Sargy Chima	\$1,080.00
Members with Disabilities Equity Coordinator - Tracy Shudo	\$1,080.00
Aboriginal Equity Coordinator - Heather DuDoward	\$1,080.00
Women's Equity Coordinator - Kelly Megyesi	\$1,080.00
Pride Equity Coordinator - Paul Croes	\$1,080.00
East Fraser Valley Coordinator - Antony Paller	\$810.00
West Fraser Valley Coordinator - Jennifer Ho	\$675.00
North Island Coordinator - Christine Walker	\$1,440.00
Northwest B.C. Coordinator - Be Gomes	\$1,890.00
North East B.C. Coordinator - Patt Holmes	\$1,890.00
Southern Interior Coordinator 1 - Susan Yaciw	\$1,890.00
Southern Interior Coordinator 2 - Keith Palmer	\$1,890.00
National Officers Coordinator - Nic Humphreys	\$1,890.00
<hr/> Total Coordinators' Allowances	<hr/> \$23,805.00
Coordinators' Allowance Reserve Fund	\$195.00



2. The Finance Committee further recommends that monies allocated to Coordinator Budgets that are not used within the current fiscal year be redirected to a Coordinators' Allowance Reserve Fund at December 31, 2012 rather than to the general surplus fund.

These monies in the Coordinators' Allowance Reserve Fund may then be accessed and utilized by any and all Coordinators during the remainder of the current 3-year cycle (2012-2014) for Coordinator activities that do not fit within their allocated annual spending allowances.

At the completion of the 3-year cycle in 2014, all monies that have accumulated in the Coordinators' Allowance Reserve Fund shall be rolled into the general surplus fund.

3. The Finance Committee further recommends that the Coordinators be authorized to book their own travel, without the use of W.E. Travel, for regional travel (within the borders of British Columbia) except for travel to and from conferences and conventions subject to the following conditions:
 - a. Coordinators must be accountable, ensuring that travel is booked early enough in advance of scheduled travel dates;
 - b. Coordinators are to utilize unionized carriers whenever possible;
 - c. Coordinators must be prudent to seek out the best fare rate(s) available; and
 - d. For airline travel, Coordinators are encouraged to make seat selections in advance to secure bookings.

When appropriate, Coordinators who require financial assistance to book travel for union business will be provided with an advance by the Office of the REVP to offset the cost to Coordinators prior to full reimbursement being issued to the Coordinator.

As with National and/or inter-regional travel, travel requirements to and from conferences and conventions shall continue to be booked through use of W.E. Travel.

Point of Information

An expression of interest will be sent out by the Finance Committee via the Office of the REVP, seeking two members to conduct a review of the Regional Council's financial statements for the years 2010 and 2011, respectively. Compensation for said services is to be determined by the Finance Committee.