

<b>MEETING</b>	➤PRAIRIE/NORTHWEST TERRITORIES REGIONAL EXECUTIVE (“PRE”) MEETING		
<b>HELD AT</b>	➤ Delta Edmonton Centre	<b>START TIME</b> ➤ 9:00 AM	<b>END TIME</b> ➤4:10 PM <b>DATE</b> ➤ October 26-2013
<b>PERSONS PRESENT</b>			
Bonnie Pratt, Regional Director Joanne Bouchard, Regional Vice-Chair and Small Branch Representative Gary Farnsworth, Secretary-Treasurer Brian Bell, Calgary Branch Representative Sharon Losinski, Edmonton Branch Representative Pam Kubicz, Winnipeg and Southern Manitoba Branch Representative Nancy McCune, Small Branch Representative Charlotte Strandlund, Regina Branch Representative Robert Trudeau, Saskatoon Branch Representative			
<b>CALL TO ORDER</b>			
Bonnie called the meeting to order at 9:05 AM			
<b>1. APPROVAL OF October 26, 2013 AGENDA</b>			
Motion to adopt amended agenda.                      Pam / Brian                      carried			
<b>2. MINUTES of PREVIOUS MEETING</b>			
2.1 Minutes of the June 8, 2013 executive meeting approved.      Joanne / Nancy      carried			
2.2 Business arising from minutes			
i)            Regional Training Terms of Reference & Training Screening Criteria – Bonny Manz was unable to attend this meeting so the topic will be deferred to the December PRE meeting.			
ii)           2013 Steward Council Debriefing – Consensus was that the council agenda was well received and the rally went well but there were still some lessons to be learned. The facility had some issues but ownership had changed between the time the contract was signed and the date of council. There were also some issues about who was allowed to attend council and whether some attendees fully participated or not. Both of those issues will be covered in agenda items 9-3 and 9-4. Concerns were also raised about forced seating during training, not from the point of comfort zones but from the point of a need to be close to the front of the room for aural or visual needs. Those types of needs will be addressed for future events.			
<p>Ways to improve the rally were discussed as well. We need a chant so we may hold a contest next year for a catchy rally cry. There was also a need for more noise making especially at the front of the rally. Someone with a bullhorn up front, for example. An idea was also brought forward about rally signage encouraging passing motorists to honk in support. Those points will be addressed before next year’s council so we can continue to make each year’s rally bigger and better than the year before.</p>			
<b>3. BOARD REPORT</b>			
Bonnie talked about the most recent board meetings, mobilization training, and the president’s current report <a href="http://www.pipsc.ca/portal/page/portal/website/aboutinstitute/governance/ec/pdfs/president082013.en.pdf">http://www.pipsc.ca/portal/page/portal/website/aboutinstitute/governance/ec/pdfs/president082013.en.pdf</a>			
<b>4. PRAIRIE/NWT REGIONAL FINANCIAL REPORT</b>			
Gary went over the region’s 2013 budget and actual expenditures so far said that everything looked to be in line and we may actually end up with a small surplus. He said that he had sent out updated RAND listings to all branch presidents and encouraged all of the executive to work on those lists. He went over the proposed			

Promotional Item policy. The new policy will impact the regional budget in 2 ways. It would cap our purchase of promo items to about \$1400 for 2014. Under the terms of the new policy, the institute would cover the costs for items for visibility events out of the national mobilization budget. Gary brought up the idea that we should start to think of new ways to utilize regional funds. Instead of executive hospitality, maybe we should look at Branch Engagement and ways to involve more members. He will bring a first draft budget to the December PRE but asked executive members to think outside the box and bring their own ideas to that meeting.

During the discussion about the new promo item policy, Charlotte brought up an idea that we might consider for future events. She said that she had done some housecleaning and come up with a number of items received over the years that had never been used. The Regina branch gathered up items and redistributed them. Something to consider for next year's regional council and possible redistribution for the smaller branches.

**5. ROUND TABLE**

Some branches submitted written reports ahead of the meeting. Verbal recaps were presented.

**6. UPCOMING EVENTS**

1) **PIPSC AGM – Delta Ottawa, November 8-9, 2013** – All of the proposed resolutions were briefly gone over and Gary said he would double check that there are arrangements for a regional breakfast on November 8.

2) **Basic Steward Training – Clarion Hotel, Winnipeg, November 21-23, 2013.** We will try a new venue as this is a new hotel close to a lot of restaurants and closer to the airport as well.

There was discussion about requests for repeat training. It was expressed that maybe labour school was a better option for steward refreshment training, depending on courses being offered. There were also concerns about repeat training in a year of financial restraint. It was decided that we could not approve retraining for basic steward training at this time.

3) **Labour School – Winnipeg Delta, May 1 - 3, 2014** – deliberation on courses to be offered will start with the training committee meeting in December.

4) **2014 Prairie/NWT Regional Council – Banff Centre, May 24, 2014** – Calgary branch will work on any entertainment/hospitality events including a conventional banquet or not on the Friday evening and come back to PRE meeting in December with budget requirements.

5) **Basic Steward Training for 2014** – Once a need has been established, courses will be scheduled.

6) **Steward Council 2014** – It was decided to hold the council September 19-20, 2014 at the Winnipeg Delta.

**7. COMMITTEE UPDATES**

Verbal recaps were given.

**8. WFA UPDATE**

There was no new data available from any recent announcements.

<b>9. OTHER BUSINESS</b>	
<p>1) <b>Revisions to Steward Awards Nomination Form</b> – To elicit more detailed nominations, Nancy was looking for ideas to amend the current form such as more guiding questions instead of just blank lines. This year’s steward award committee will work on a revised form for consideration.</p> <p>2) <b>2014 PRE Meeting Dates &amp; Locations</b> – Gary presented dates and locations for PRE meeting in 2014. People will review them and final decisions will be made at the December PRE meeting.</p> <p>3) <b>Eligibility for Attending Institute Events</b> – Concerns were raised at our recent steward council about non-stewards attending council and about `stewards on extended leave attending the council.</p> <p>First, there are provisions for stewards in waiting to attend <b>one (1)</b> steward council before taking basic steward training.</p> <p>As for attendance by stewards on extended leave, obviously self-identification is not working. A number of ideas were offered:</p> <ul style="list-style-type: none"> <li>- Make sub-groups accountable for notifying PIPSC about stewards on leave.</li> <li>- A clause on the registration form that only active stewards can attend.</li> <li>- A self-identify form on the website to notify PIPSC of stewards going on leave.</li> <li>- A notice on stewardship forms and renewal forms that stewards sign that they are aware of notifying the Institute when their stewardship will be interrupted and that only active stewards can attend labour school and steward council.</li> <li>- Maybe minimum period of stewardship interruption should be 60 days not 30</li> </ul> <p>4) <b>Repercussions for Failing to Attend Events</b> – It has been noticed that we are seeing increased occurrences of people attending only portions of regional events. Councils and labour school involve a lot of time in planning and significant resources in staging. Discussion took place about how to deal with people who treat our regional events as subsidized family/ personal excursions.</p> <ul style="list-style-type: none"> <li>- Random role calls to ensure attendance.</li> <li>- Disclaimer on registration forms that if people do not attend the events completely <ul style="list-style-type: none"> <li>o Their expenses claims may be denied partially or completely</li> <li>o They will not be able to attend any institute events for .....</li> </ul> </li> </ul> <p>In a time of fiscal constraints, a review will be conducted regarding appropriate actions to deal with members who do not treat regional events in a business-like manner. Based on discussions for agenda items 9-3 &amp; 9-4, a committee was struck to work on a regional policy and disclaimers on registration forms. Pam Kubicz will chair a committee including Brian Bell and Rob Trudeau to bring recommendations back to PRE.</p> <p>5) <b>National Committee Representatives for 2014</b> – the selection criteria and process was reviewed.</p>	
<b>10. NEXT MEETING</b>	
December 7, 2013, Winnipeg PIPSC Office.	
<b>11. ADJOURNMENT</b>	
The meeting was adjourned at 4:10	Rob