

**Human Resources Committee Report**

**Meeting Date: February 16th, 2018**

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| Item: | Human Resources Committee Report |
| Author: | Peter Hill, Chair of the Human Resources Committee |
| Purpose of Report: | Information/Approval  |

 **Board Winter Retreat Update**

**Board Nomination Committee Update**

The Board Nomination Committee has chosen 5 new Directors who will be ratified at AGM II on Sunday, March 11th, 2018:

1. Nikki Kaur
2. Sagar Jiwani
3. Braden Ream-Neal
4. Angus Lai
5. Anthony Li

**Health & Safety Policy Approvals**

Annually, the Board is responsible for reviewing and approving the USC’s Health & Safety Policy, the USC’s Harassment, Discrimination, and Violence Prevention Policy and Procedure, and the other Health & Safety Policies selected by the USC Joint Health & Safety Committee. As part of the USC’s Continuous Improvement Policy under the Health and Safety Program, the JHSC is responsible for reviewing one third of the policies annually as well as any policies that may be affected by legislative change. The following policies have been reviewed and will be put forward to the Board for approval:

1. USC Health & Safety Policy
2. USC Harassment Discrimination & Violence Prevention Policy and Procedure
3. USC Hazard Reporting Policy
4. USC Housekeeping Policy
5. USC Ergonomics Policy
6. USC Injury and Illness Reporting Policy
7. USC Return to Work Admin Policy

The USC also received a rebate of $2,011.76 from the WSIB in recognition of injury/illness performance over the past year. The USC. This rebate in an indicator of the USC performing better than expected as in its industry.

Motion: Health & Safety Policies

The below motion was unanimously passed by the HR Committee:

“*Whereas the HR Committee has received the amended Health and Safety Policies, be it resolved that the HR Committee recommend to the board to accept the aforementioned documents*.”

**Winter Retreat Feedback**

A feedback survey will be sent out to all attendees of the Winter Retreat with a focus on feedback for each session. Returning and outgoing board members will also be asked about what they perceive to be the learning outcome achieved by the retreat. Lastly, exit interviews will be scheduled with outgoing board members in the coming weeks.

A report will come forward to the board in March encompassing the aforementioned feedback as well as a summary of the “start, stop, continue” session at the Winter retreat.

**Board Chair Final Report Procedure**

HR recognizes the recommendation not to pay the board chair for time and work, however, to be consistent with knowledge management and exchange throughout the USC, the HR committee is recommending that the board chair complete a final report. As per the final report procedure attached, the recommendation would be to compensate the board chair based on a $1000 honoraria. The board would receive this report at their summer meeting and would be used for transitional purposes for the new board chair.

Motion: Board Chair Final Report Procedure

“*Whereas the HR Committee has received the Board Chair Final Report Procedure, be it resolved that the HR Committee recommend to the board to accept Board Chair Final Report Procedure as well as compensate the board chair with a $1000 honoraria per annum*.”