

NSTU Personnel Committee Report
August 1, 2023 - July 31, 2024

Mandate:

I. Mandate

The Executive Director is the senior administrator of the NSTU; is responsible to the President and the Provincial Executive; and is solely responsible for the general day-to-day administration of the NSTU including hiring of and assigning duties to the staff of the organization. The Committee shall act as a small, functional working group to assist the Executive Director, specifically the Committee shall:

a. review program area requirements, aims, and objectives, in particular, examine staff deployment and relative workload and make recommendations to the Executive Director regarding same;

b. develop and review policies and procedures regarding the human resources of the NSTU and make recommendations to the Executive Director regarding same;

c. recommend to the Provincial Executive for their ratification a candidate to hire for the position of Executive Director, where the Provincial Executive has decided to conduct a search for candidates;

d. prepare and conduct negotiations with the various classifications of staff and present asking packages and tentative agreements to the Provincial Executive for their ratification; and,

e. follow the procedures outlined in Operational Procedures – Staffing & Human Resources

Budget: \$5,600 Actual: \$6,101

Committee members:

Natalie MacIsaac, Chair

Sarah Tutty

Duncan Cameron

Peter Day

Steve Brooks, Executive Director

Ryan Lutes, NSTU President

Meeting dates:

September 14, January 17, February 14 - 16 (Bargaining), May 30, and June 11 - 13 (Bargaining)

During the 2023-24 reporting period, the NSTU Personnel Committee:

- Reviewed and made recommendation regarding Annual Council resolution 2024-01
- Reached a Tentative Agreement with the International Association of Machinist (IAM)
- Recommended permanent contract for Executive Staff: Member Services (Corporate Services)
- Recommended Sabbatical leave for Professional Services staff member
- Received updates on efforts to recruit a term position for Professional Services (Corporate Services)
- Received updates on recruitment of Professional Services staff (MAP)

Respectfully submitted,

Natalie MacIsaac, Chair 2023-2024