

NSTU Personnel Committee
Year End Report
August 1, 2018 - July 31, 2019

Mandate:

As a committee of the Provincial Executive, the Personnel Committee addresses matters related to staffing and program review. The committee provides recommendations to the Provincial Executive and works with the Executive Director as a two way sounding board.

The members of the 2018-2019 Personnel Committee were:

- Lori MacKinnon(Chair)
- Sue Larivière Jenkins
- Darlene Beretta
- Doug Read
- Paul Wozney (NSTU President)
- Janine Kerr (Executive Director)

During the year, the Personnel Committee met on the following dates:

September 13, October 19, 15-16, December 14, January 2, 7-8, 17, 28-29, February 28, April 3, May 3, 17, June 17

Budget:

The committee was allocated \$15,240 during the budget year. The actual amount spent was \$14,936.30 as of June 25, 2019.

During this year, the Personnel Committee;

- Advertised, shortlisted and interviewed candidates and made recommendations to the Provincial Executive for filling positions including; Executive Staff Officer (term), Acting Assistant Executive Director, Executive Staff Officer (probationary)
- Recommended the appointment of an Acting Executive Director
- Recommended the appointment of an Acting Assistant Executive Director
- Recommended the appointment of an Executive Director (2yr personal services Contract)

- Recommended the extension of an Executive Staff Officer's term contract,
- Recommended the appointments for 3 Early Retirement Incentive Plans (ERIP)
- Recommended that 3 Probationary Executive Staff Officers be granted a permanent contract,
- Recommended that the NSTU grant a Sabbatical Leave to one Professional Executive Staff,
- Recommended that the NSTU hire a term in Member Services to cover the Sabbatical Leave and that a committee comprising Paul Wozney, Doug Read, Angela Deagle, Jaqueline Levert & Thérèse Forsythe complete the hire.
- Dealt with complaints and issues confidential in nature as they arose.

Respectfully Submitted by, Lori MacKinnon (Chair) NSTU Personnel Committee