



Memo

Date : October 25th, 2021

To: Executive, Stewards, H&S Reps

From : Blake

In order to keep everyone on the same page and working together, please note the following for directing member inquiries for various things. Keeping things organized and in check is the best way for us to focus on areas and not be duplicating work which takes away from the time we have to assist members.

Scheduling and Workload issues should be directed to Mark Lachowicz and Dave Winger

Wellness and Return To Work issues should be directed to Patrick Cumbo

Investigation, Discipline and Grievance issues should be directed to Peter Bowker who will assign a steward to the member depending on what the issue is

Payroll issues should be directed to the area supervisor and Lisa Romeo in Payroll. Jamie Peters has been reassigned to another worker group.

Posting issues – members who are disagreeing with the successful applicants list should contact Brenda Maxwell in HR by email if they believe the list to be in error after a round of postings.

Member Conflict issues should be directed to the area supervisor first. If the supervisor would like to have Darlene or myself come in and try to resolve an issue before it escalates to HR for possible discipline, the area supervisor must reach out to us and give the ok for us to go speak with members.

Health and Safety issues need to be reported to the area supervisor first. This is a requirement of the Occupational Health and Safety Act in Ontario. Employers have the right to try and resolve a health and safety issue before it progresses to a work refusal or other avenue. If a member has reported a concern to their supervisor with an unsatisfactory response, members should be directed to contact Kathleen Powell, Marilyn MacAloney or Danny Catanyag who are our Core Reps on the Joint Health and Safety Committee.

Attendance Management – For members with a last name starting with A-L, Pat Amatangelo is the contact. For last names starting with M-Z, Mark Lachowicz is the contact.