Minutes of the VPL Board Services, Finance & Human Resources Committee Regular Meeting held on Wednesday, June 17, 2020 at 5:30 p.m. via video call.

Present: Jennifer Chan
Zahra Hussein
Raji Mangat
John Schaub
Rhonda Sherwood — SFHR Committee Chair

Management
Present: Christina de Castell — Chief Librarian
Kay Cahill — Director, Collections & Technology
Julie Iannacone — Director, Neighbourhood & Youth Services
Julia Morrison — Director, Corporate Service & Facilities
Julia Morrison — Director, Planning & Communications
Balwinder Rai — Director, Human Resources

Guest: Kari Scott-Whyte — President, CUPE 391

Recording Secretary: Chrysalyn Tolentino — Executive Assistant

ADMINISTRATION:

1. Approval and Additions to the Agenda

Moved by Jennifer Chan

THAT the Committee approve the regular meeting agenda as received.

CARRIED UNANIMOUSLY

2. Minutes

The Chief Librarian presented the draft minutes of the Regular Meeting held April 15, 2020 for approval by the Committee.

Moved by Zahra Hussein

THAT the draft minutes of the Regular Meeting held April 15, 2020 be approved as received.

CARRIED UNANIMOUSLY
SERVICES

3. Recovery Planning Staff Survey

Carol Nelson, Director of Planning & Communications, presented a report on the recent staff survey which will inform VPL’s reopening plans. There was a strong response, with 416 staff completing the survey. The majority of respondents are CUPE 391 members (over 92%) who are currently laid off (71%). Chief Librarian Christina de Castell has been doing weekly video calls providing updates to staff and these have been well received with more than 200 staff tuning in every week. The results of the survey demonstrate awareness of what has been discussed on the calls. Carol highlighted specific items in the report and answered questions from the Committee members.

Moved by Raji Mangat

*THAT the Services, Finance & Human Resources Committee receive the report for information.*

CARRIED UNANIMOUSLY

4. Recovery Plan Update

Kay Cahill presented a report that detailed the work in preparation for Phase 2, which begins the re-opening of physical locations. We are proceeding with a cautious safety approach using the hierarchy of controls provided by WorkSafe BC. Kay added that the collections will be self-serve at open branches and on Lower Level and Level 2 at Central Library, and computers will be available at all locations. A lot of logistical work is being done such as installing plexiglass barriers and re-arranging spaces. Trustee Mangat asked how we will support staff’s comfort level when returning to work. Kay responded that if staff are not ready to come back, their position will be temporarily filled and they’ll be asked again at a later date. We are working with Homewood Health to support staff and provide resources for mental health and wellness. Trustees asked about the recall process, and Christina de Castell identified that this is part of the agreement with the Union. Trustee Hussein noted that staff identify interest in learning from the restart process and asked how this will happen. Kay responded that we are gathering feedback from staff working at the takeout service and computer lab, and this will be incorporated into reopening plans, and Christina added that staff will be encouraged to identify opportunities to improve during safety training and as operations begin.

Moved by Zahra Hussein

*That the Committee recommend that the Board receive the report for information.*

CARRIED UNANIMOUSLY
ADJOURN

Moved by Raji Mangat

There being no further business, the Chair declared the Regular meeting adjourned at 5:54 p.m.

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Rhonda Sherwood, Chair    Christina de Castell, Secretary