



Education Committee

February 20, 2024 – Hybrid meeting via Zoom

Present	Andre Renaud
Chantal Fortin (Chairperson)	Ryan Ward
Diane Girouard	Jesus Napole (staff)
Irene Georgieva	
Christine Griffin	Confirmed regrets
Lee Pallotta (1 st Vice-Chairperson)	Vanessa Sandsmark
Karen Kenniphaas	Gordon Marshall
Christian Smith (2 nd Vice-Chairperson)	

	Welcoming remarks Meeting start (time): 5:30 PM Note taker: Christine Griffin Welcome to our new member Ryan W	Action Items
1.	Adoption of the agenda Moved by: Christine G Seconded by: Andre R Adopted as modified	•
2.	Adoption of the Record of Decision, meeting of January 16, 2023 Moved by: Christine G Seconded by: Diane G Adopted as presented	•
3.	Follow-up from previous meetings: - Translation and web publication: - Past record of decisions - Amended Terms of Reference translated - Handout: “My Human Rights Complaint”: developed by Ken Z reviewed and updated by committee - Surviving a PIP (performance improvement plan): tabled until the next meeting - Surviving an investigation: how to deal with the process? Could be offered in a hybrid format, Lee P to pilot “Surviving an Investigation” Course with the Education Committee at a time suitable for all committee members.	- Jesus N will follow-up with PSAC NCR staff to update site - Jesus N will include the “My Human Rights Complaint” handout in the next course - Lee P to provide the draft request for the 2 day task oriented retreat. - Chantal F to connect with Leslie

	Motion by: Christine G Seconded by: Ryan W - Course on “How to read body language” by Lee P, Karen K recommends including MDAC to ensure a fulsome discussion Lee P proposes a motion to request funds from council to cover the cost for a 2-day task oriented meeting to develop an educational tool of PSAC org chart based on PSAC diagram 2021-11-25, and to brainstorm on future projects. Volunteers: Diane G, Andre R, Lee P, Chantal F and Christine G Seconded by: Gordon M CARRIED - College accreditation for PSAC courses: tabled as Leslie P is absent - Bourinot Rules of Order project: tabled as Leslie P is absent - Building capacity for members engagement: invite Chelsea F to the February meeting to discuss a communication plan for the education committee – develop a t-shirt to advertise the PSAC NCR Education Committee and ask trainers if we could attend training sessions to promote the committee	P regarding the Bourinot Rules of Order and Accreditation courses Ryan W to share “Bob’s Rules of Order” at our next meeting
4.	Reporting on Cancelled Courses to members at PSAC-NCR Council - Information to be collected: course name, time between course open for registration and close registration date, etc. Entered into a report to support any future needs. - Recommend asking Alex S to address this request.	- Christian S to develop a template report. - Chantal F to request report that is shared with NBOD from Alex S
5.	Update on NCR Education Program - PSAC NCR – ULDP 21 participants - New Executive Officer Training at the end of March, participants by invite only. - February courses postponed due to the UNDE NPF Strike - Lunch ‘N Learn courses – member inclusion in education. Know Your Rights, Knowing your collective rights, - Intro to Grievances - Spring schedule has been approved by Matthew A - LivingWorks – ASSIST Training and SafeTalk and MHFA - Online document repository specific for the Education Committee – Pierre L demonstrated the location of these documents on the GDrive	Jesus N will provide written update to the committee
6.	Committee’s finance Tabled until the next meeting	Agenda item: brainstorm topics for the member-to-member learning, committee members to start developing topic ideas
7.	Progress Summit – Broadbent Institute	Jesus N to follow this up with

	Motion: The Regional Education Coordinator will purchase 3 individual passes at the “early bird” rate to attend the 2024 Progress summit and will provide to each participant a \$100.00 allowance for the total of 3 days, to help cover parking/transportation costs. In 2023, five (5) passes were purchased. As there was low uptake, additional recruitment efforts were required. For this reason, we decided that only three (3) passes should be purchased this year. There will be a selection process, similar to previous years, priority will be given to participants who have not attended. Selected participants will be responsible for their own leave provision to attend the event. This will be an expenditure out of the Education Program’s budget. Moved by: Chantal F Seconded by: Christian S CARRIED	Matthew A and purchase the tickets by February 29th
8.	Masterclass project/TedTalk (member-to-member learning) • Tabled for our next meeting	•
9.	Guide for Regional Executive • Tabled for our next meeting	•
10	Standing Items – tabled for our next meeting • Building capacity for members engagement • Future project proposals • Human Rights School	•
11	Standing Items – tabled for our next meeting	•
12	Varia (round table) No items to discuss	•