



Date: June 11, 2003

TO: Board Members - Parks and Recreation
FROM: General Manager - Parks and Recreation
**SUBJECT: CONVERSION OF AUXILIARY POSITIONS TO
REGULAR FULL-TIME AND REGULAR PART-TIME
POSITIONS - REGULAR SEASONAL EMPLOYEE'S
COMMITTEE**

RECOMMENDATION

THAT effective June 23, 2003 the Board approve the conversion of 26 existing auxiliary CUPE 15 positions to regular status (i.e. Regular Full-Time or Regular Part-Time) and one Temporary Full-Time Marina Operator to Regular Full-Time, as outlined in Appendix A.

POLICY

The Global Budget arrangement with the City allows the Board to establish staff positions at its discretion if funds are in place.

BACKGROUND

This report arises out of a series of meetings held with CUPE Local 15 following the last round of collective bargaining in which it was agreed that a joint Union/Management committee ('the Regular Seasonal Employee's Committee') would be struck to review the Union's concerns regarding auxiliary staff throughout the organization.

More specifically, it was agreed that the joint committee would review the schedules and status of those employee's working "thirty (30) hours per week, over a twenty-six (26) consecutive week period and review the hours of work, shifts and combination of shifts, of existing auxiliary employees to determine whether they are assigned to the correct Employee Definitions under the Collective Agreement".

It was agreed that following the review, the joint committee would make recommendations to Council and the Park Board concerning specific positions which should be considered for a change in status from Auxiliary to Regular Part-Time or Regular Full-Time. The review has now been completed and the joint committee has identified those positions it feels should be established as regular.

DISCUSSION

As a result of the joint committee's review, and subject to Council or Park Board approval, there will be a number of auxiliary employees who will become regular employees.

Each of the positions recommended coincides with basic year-round operational requirements, does not create operational or programming inefficiencies, does not result in significant additional staffing costs, and helps to resolve some of the issues brought forward by CUPE Local 15 with respect to the use of auxiliary employees.

Bearing the above in mind, the joint committee is recommending (see Appendix A), to create 21 Regular Part-Time positions and 6 Regular Full-Time positions within the Park Board.

The conversion to regular, part or full-time status will occur for some auxiliary employees automatically. CUPE Local 15 has agreed to forego the posting process outlined in the Collective Agreement in cases where a position or set of hours being regularized has been assigned to a specific auxiliary employee for a period of 24 months or more.

Converting various auxiliary positions/hours to a regular employee status, will not have a significant impact upon an incumbent's wages or benefits. However, the Union and the Employer have agreed that the Transitions language in Schedule B of the Collective Agreement will be applied to those auxiliary staff converted to a regular status.

Therefore, some minor additional costs may be incurred as employees move from receiving a percentage in lieu of benefits to actual benefit plans with the City. Additionally, it should be noted that auxiliary employees converted to a regular status, will have subsequent access to the lay-off, recall, and bumping provisions outlined in the City/CUPE Local 15 Collective Agreement.

Budget Issues

Funding of the auxiliary hours and/or positions reviewed by the joint committee has been previously approved by the Board as part of the Park Board's Temporary/Auxiliary budget. Additional minor benefit costs will be absorbed within departmental Temporary/Auxiliary budget.

Personnel Implications

Some auxiliary employees will be immediately converted to a regular status, while others may have to apply on postings in accordance with the procedures outlined in the Collective Agreement as mentioned above.

SUMMARY

The joint review process has been a positive exercise that has resulted in identification of 27 positions (for which there is existing budget funding and continuing regular work requirements) as well as building on the employer/employee ability to work together to resolve issues of concern.

The positions outlined in Appendix A are recommended for conversion to regular status.

This report has been provided to CUPE Local 15, and they have confirmed that they are supportive of this recommendation.

Prepared by:

Corporate Services
Board of Parks & Recreation
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Attach. - Appendix A