



**ERFP General Meeting
Minutes**

Tuesday, February 20, 2018

Board Room, CBO

Members Present: 84

Executive Present:

Hilary Campbell (President)
Paula Turner (Acting 1st Vice President)
Natacha Verdiel (2nd Vice President)
Kim Liddle (Treasurer)
Norheen Jaffrey (DECE Representative)

Regrets: Karen Del Ben (Secretary)

1. Call to Order: The meeting was called to order at 4:33 p.m.

2. Approval of Agenda: Tuesday, February 20, 2018 agenda was approved by Donette Bobb and seconded by Gena DiGiovanni.

3. Approval of Minutes of the Last Meeting: The November 21, 2017 approved by Billi Bunnaman and seconded by Monica Kruger.

4. Reports from Officers

4.1 Benefits Update

- As of April 1st, 2018 Manulife will be the new benefits provider
- benefits with Greenshield will **end on March 31st**
- The Board will no longer be the benefit contact. All inquiries will be made through OTIP (*Ontario Teacher's Insurance Plan*).
- It is recommended members print off all information from their Greenshield account for both themselves and any dependents (i.e. plan member summary, claims history [dental, prescription and extended], predeterminations etc.) because you will not have access to that information after March 31st.
- access to your Greenshield account will end on March 31st
- ERFPS are recommending that members use and claim everything that you have before March 31st.
- April 1st, members will have a new plan that is basically the same as the current plan.
- For the period of April to August members will be entitled to 5/12th of the annual \$750.00 for paramedical services (i.e. chiropractor, massage, naturopath, osteopath, physiotherapist, podiatrist, psychologist etc.). Information regarding life time maximums will be carried over to the new provider (i.e. orthodontics, fertility drugs). All other benefits (i.e. vision, dental, medical supplies and services) will reset on April 1st.
- Information is going to come out at a fast pace; members need to reply to the OTIP emails within a tight timeframe (likely a two week window).
- Members will have to go online to sign up, including information on all family members/dependents covered - **Check the information before submitting.**
- This is going to be complicated: as there are 4000 ERFPS members, 8000 in the OCEW Council
- OTIP – will be the call centre for issues
- **Improvement:** benefits for members turning 70, current plan ends benefits at age 70 or retirement, whichever comes first (on a member by member basis, we have grieved this in the past and won). The new plan provides benefits for active members until retirement (no age restriction, other than life insurance).
- **New:** travel insurance: we have life time limit of \$5 million and the limit per trip is 60 days
- **New:** optional life insurance for spouse and dependents
- **New:** optional Accidental Death & Dismemberment (AD&D) for spouse
- Life insurance for current members 3 X basic – not changing for those who are currently employed, we are grandfathered in. New permanent employees hired after April 1st, will only have option of up to 2 X basic as a maximum.
- Optional add on for life insurance still available, you will have to sign on (as you do for everything)
- The rest of the benefits stay the same
- Unlike other unions we do not have a copay
- Pay direct benefit cards will be mailed to your homes (ensure your personal information is up to date on VISTA) and the \$25 single/\$50 family deductible will remain the same.

Questions

Will we have to pay our deductible again?

- *This will be answered at the next meeting.*
- **UPDATE:** the \$25 single/\$50 family deductible will be waived for the April – August period

If you don't use your amounts with Greenshield, you lose them, correct?

- *Yes*
- *5/12 of the paramedical (massage, physio, osteo, chiroprapist, SLP, private duty, etc.)*
- *Wait until after April 1st to get new paramedical notes*
- **UPDATE:** doctor referral notes will be waived for the April – August period
- *Benefits with lifetime limits do not reset*
- *All the paramedical amounts reset in September as usual*

My daughter had braces through Greenshield, and new work needs to be done

- *The lifetime limits still applies – it is transferred from Greenshield to Manulife*
- *You will get an email from OTIP – they are the people who are doing the benefits, organizing*

Do you have to requalify for that life insurance?

- *It will be grandfathered; if you are signing up for something new, you will have to qualify*

Is there an increase in the cost of the additional life insurance?

- *unknown at this time*

If someone signs up for optional life insurance are they paying extra?

- *Yes; members will be offered additional life insurance in increments of \$10000*
- *New members will need to show evidence, those who currently have it will be grandfathered*
- *Life insurance is with Sunlife – we will verify it is moving to Manulife*
- **UPDATE:** yes, Manulife will also be the life insurance provider

Will we have to pay upfront?

- *It is the same as today – and when you sign up, you will receive a new drug card and it should be coming in the mail*
- *We have only had one quick meeting about how things will transpire – meeting on Thursday*
- *We now own the benefit plan*
- *That means that we have control over the money you are using*
Fraud costs money to investigate

	<ul style="list-style-type: none"> • <i>It is important that members realize that fraud is an issue; this is our plan and if there is fraud, it is money from the Trust that will be used to investigate and run the program</i> • <i>How members use the benefits will reflect whether we can maintain this plan going forward</i> • <i>It will get audited every year</i> • <i>The benefit plan can decrease if the system is abused</i> • <i>By joining OECTA trust, we have our own plan within the OECTA trust</i> • <i>Greenshield have told some members that we are not covered anymore; this is because some groups have left the Board benefits and gone to their own plans; this is where the confusion arises</i> <p>Q: Is there a new deductible?</p> <ul style="list-style-type: none"> • <i>In the fall, it will be \$25 for individual, \$50 for family</i> • <i>We are going to ask if it has to be paid in April (when we switch over) or September or both</i> • <i>the card will be sent home</i> • <i>Make sure your address is correct on Vista</i> • <i>All the amounts stay the same, prorating the paramedical for the remainder of this benefit year</i> • <i>If you have a predetermination, print it up in hopes that it will be honoured</i> • <i>This is all happening quickly so there will be issues, it is happening more quickly than we expected</i> • <i>If you have a drug exception, print it off</i> <p>Q: Should we hold off on predeterminations –</p> <ul style="list-style-type: none"> • <i>it depends on when the work is going to be done</i> • <i>You may be asked to show proof of schooling for dependents between 21 and 25</i> • <i>There is a form to complete to prove their status</i> • <i>Fill in the information when you sign up and you will probably be asked for proof of your adult child's education status</i> • <i>You will get an email from OTIP about signing up</i> • <i>You need to be watching your email</i> • <i>There will be a two week window; if it is comes out before March break, you still only have two weeks, even though there is a break</i> • Members are encouraged to check their emails over the March break
	<p>4.2 DECE update</p> <ul style="list-style-type: none"> • Norheen Jaffrey thanked members for their confidence • Encouraged all members to reach out to her at decerep@erfp.ca

	<p>4.3 HPASP</p> <ul style="list-style-type: none"> • Members were reminded that although emails sent out for the program are generic, each person's situation is unique; please contact the office if you have any questions or concerns • 15 members have been sent audit letters; please ensure you keep documentation for doctor and dentist appointments. Appropriate documentation is: <ol style="list-style-type: none"> 1. Appointment cards 2. O.T.I.P - Claim Receipts showing date of treatment (please black out personal health information) 3. Letter(s) or medical notes from the health care provider that state the date that you were seen by the health care provider during the period of absence 4. Requisition forms showing date (please black out personal health information) 5. Electronic Print out from doctors office listing medical appointment dates/times <p>(At meeting it was reported that appointment cards need to be stamped by doctor; this requirement will not be enforced until September, 2018)</p>
<p>5. Reports from Committees</p>	<p>5.1 Awards Committee</p> <ul style="list-style-type: none"> • Banquet has been booked for October 24, 2018 at the Mississauga Grand
	<p>5.2 Community Action Committee</p> <ul style="list-style-type: none"> • Karen will be chairing • Looking for 6-7 members to contact her with their interest • This committee will raise our profile in the community through participation in events
	<p>5.3 Resource Library – 'Pick of the Month'</p> <ul style="list-style-type: none"> • Growing Artists – Teaching the Arts to Young Children • Is a balanced developmentally appropriate approach to introducing music, dance, drama, and visual art to children from infancy to age eight.

	<p>5.4 Health and Safety Committee</p> <ul style="list-style-type: none"> • Student violence subcommittee has completed its work and made a number of recommendations • We have had a work refusal that involved 11 people at a school • ERF had the Ministry of Labour (MOL) involved, 5 orders of compliance were issued • Work refusal is ongoing, and with the legal team at this point • Board may appeal orders • the workers were able to prove that things were happening since last April (keeping documentation) • The incident reports, emails to principal, were all used for the proof and made the case • You are legally obligated to report it and it helps us to prove the case • Please keep sending in Incident Reports • WSIB: 637 claims • Incident checklist: 4588 – a lot of these should be accident reports (bitten, this should be accident report); biological hazard • CEAO (Coalition of Educational Assistants of Ontario), applied for a Wellness grant, which was approved for \$78000. This will be used for a Mental Health professional development • Members will fill out a survey both prior to and after the training to measure the effectiveness of the program • This will be rolled out by end of June with the assistance of Laurel Fowler • Any members with Accommodations that are not being met, as part of your Return to Work agreement, you are obligated to inform Abilities and Principal right away. You will not be able to back date this complaint later if you become unwell. • Please call Natacha at the ERF for assistance. • Please note that the Abilities department have one week to process all medical documentation
<p>5. New Business</p>	<p>5.1 Confidentiality Agreement</p> <ul style="list-style-type: none"> • Will be posted with the Offence Declaration and must be completed • Employees can be terminated for not completing these forms
	<p>5.1 Request for Approval of Absence Form</p> <ul style="list-style-type: none"> • Online form to be used for all absences except but sick leave • Any form of a leave that your principal has to approve must be completed on the online form • approval from the Principal must be given prior to submitting the absence • Click here to access form

	<p>5.2 DECE Voluntary Transfer</p> <ul style="list-style-type: none"> • We have for first time ever surplus to region • No TAs will be able to apply for a DECE position this year • DECE members who are affected will get an email from Human Resources informing them they are surplus • those who are surplus will be put on a recall list for 1 year
	<p>5.3 Apply to Education (Was presented at the beginning of the meeting)</p> <ul style="list-style-type: none"> • Pauline Holman- Human Resources Project Lead was hired to specifically transition Apply to Education for employees • External company, web based computer system that will organize our recruiting/hiring • 93% of education workers in Ontario already using this system • LTO positions will now be posted on Apply to Education, therefore members will no longer be emailed available positions effective March 19, 2018 • on March 5th week, webinars will be available for people to learn about how to look at the website and how to apply • No current employee or non-teaching applicant is required to purchase ‘credits’ • Principals will post LTO positions right away by contacting HR, therefore there will be no wait time for position postings • This system is ONLY for LTO positions- Permanent positions will be on Apply to Education next year • Secondly – heads up – we will later on this spring (May) will move to Apply to Education’s PAM system – Easy Connect • Working with Hilary and team to know that they are aware and get input about training, etc.
	<p>5.4 Parent Connect</p> <ul style="list-style-type: none"> • Information went out to parents in Peel • A portal for parents to get information about school and their child • Please click here to view Peel’s Information Video
	<p>5.5 Parent Conference</p> <ul style="list-style-type: none"> • The Board invited ERF to support a Parent Conference • ERF information will be given to all parents attending the conference on March 24 at Mississauga Secondary School • Click here for more information
	<p>5.6 Union Strategies</p> <ul style="list-style-type: none"> • We are moving to a company who will take over our website and all of our social media • They have been working with Karen and hopefully we will go live soon

<p>6. Other business</p>	<p>6.1 Professional Development Norheen Jaffrey (PD Facilitator for DECE's)</p> <ul style="list-style-type: none"> • Play naturally – May 5 – has not even been posted in April look on My learning Plan • Received funding for a PD day for DECE's to work with their teaching partners <p>Laurel Fowler (PD Facilitator for TA's)</p> <ul style="list-style-type: none"> • Autism Intervener Course –Geneva Center (Starting April 16) will be posted on Frontline (MLP) the first week of March • Principles of ABA – Geneva Centre (Starting April 18) will be posted on Frontline (MLP) the first week of March • Safe Talk/ Asist (Applied Suicide Intervention Skills Training)- Are being offered after school look of Frontline (MLP) if interested • Psych Conference is May 1st. The speaker is Larry D Rosen. The topic is: Rewired- Understanding the Impact of Technology on Our Students @ the Living Art Centre • Speakers Series: After school sessions April 12 (Empowering Modern Learners) • Mindfulness and Well Being Network April 23, from 4-6 @ CBO • Website shared: https://www.thewatsoninstitute.org/
	<p>6.2 Upcoming ERFP Workshops</p> <ul style="list-style-type: none"> • Interview Skills workshop – March 5 • New Hires Workshop – March 22 • Pregnancy and Parental Leave Workshop – April 4

Question period	<p>1. Why can we not sign up for more than one non-module PD? <i>We have people for instance signing up for two yoga sessions, so we ask for people to sign up for two different</i></p> <p>2. What do you do if you have a family overnight illness? <i>Contact principal either by phone or email requesting the responsibility day and then fill out the form.</i></p> <p>3. What do you do if the principal will not fill out an accident report or safe schools report? <i>Contact Natacha and send an email to the principal every time.</i></p> <p>4. What happens if you have surgery and use all 11 sick days? <i>Employees receive 90% of their pay for any additional 120 sick days used.</i></p> <p>5. What is the criteria for the wellness training? <i>Every member will receive training. There are various webinars that will be accessible.</i></p> <p>6. I found a Safe Schools report should we fill this out for violent incident? <i>It is not a mechanism for tracking injuries. You would be reporting the unsafe situation, it goes to your principal. You principal decides if that meets the criteria for expulsion, suspension. Often the act is violent, but the student's action does not meet the criteria due to special needs, etc. Principal only needs to make decision of whether it requires action. This does not act as documentation for ongoing violence as it disappears once a principal acts on it. Don't rely on those as documentation unless you print them before they disappear.</i></p>
7. Next Meeting Date	Wednesday April 11, 2018 Board Room, CBO 4:30 p.m.
8. Adjournment	Meeting adjourned at 6:06 p.m.