

Attendance Support and Wellness Conference Call

Thursday, September 8, 2016
3:00 p.m.

Bruce Tisdale, S/T	SD 19 – Revelstoke
Susan Trower, H/R Manager	SD 53 – Okanagan Similkameen
Kevin Black, S/T	SD 58 – Nicola-Similkameen
Diana Hillocks, H/R Manager	SD 74 – Gold Trail
Tammy Sowinski, Executive Director	OLRC
Shari Featherstone, ASW Consultant	OLRC
Dana Klotz, Executive Assistant	OLRC

Meeting called to order at 3:00 pm

1. Introduction – ASW Consultant

Tammy introduced Shari Featherstone as the new Attendance Support and Wellness Consultant. Shari commenced work on September 1. Tammy had previously sent out relevant information about Shari's background.

Shari noted that this is a pretty exciting project, but one that is going to take some time. She is hopeful that with her involvement the process can be smooth and stable.

2. Phase 2 ASW Status - Shari

As a result of the pilot project in some school districts last year, BCPSEA prepared a fairly comprehensive report as well as a very good tool kit. These are available on line at the BCPSEA site and are worth looking at. They are a great way to start the whole process and provide considerable resources and information.

The most important piece is to be prepared -- data and data analysis. It is worth spending the time to get this right so that when we actually get to the place of identifying those who might be part of this program, we will be a position to move forward.

Shari advised that she spoke with Sue Ferguson on September 7 and Sue's strong recommendation was that we take the time to plan, to consult with stakeholders to make sure the data is defined and accurate and that we are collecting and analyzing the right data. It is also important to work on enhancing the wellness piece as well. Sue Ferguson advised that most of the pilot groups found that it took most of the first year to do the planning and consulting, but that it is important to take the time to do it well.

Shari has also reached out to some of the pilot districts and is hoping to connect with them in the near future.

3. Phase 3 ASW Status – Shari

This is where we are.

Shari invited questions and thoughts from everyone, keeping in mind that one size does not fit all in this process. There are some critical elements that BCPSEA and the pilot districts have formulated but it is important to be mindful that the process must be tailored to your specific school district.

Shari will be reaching out to each district to determine what it's like in the district, what you expect from this process, where did you envision this going initially and what may change going forward.

Communication

One of the important pieces in the process is communication within your district and to identify who the stakeholders are so we know who to communicate with and how we are going to do that.

It was agreed that monthly calls involving the steering committee would be scheduled for Thursday mornings. Shari will provide some tentative dates. In addition, Shari will be communicating with individual districts and providing guidance on what needs specifically to be done in each district. First visits are proposed for SDs 58 and 74.

BCPSEA Meeting – October 12. This meeting has been confirmed, but not the location. That information will be provided as soon as it's available.

Stakeholders

Shari suggested some introductory communication to the stakeholder groups to let them know this project is beginning. They don't need many details, just notice that the project is starting and this is the rough framework. This could include the unions, employees, HR committees, etc.

Shari will be in direct communication with the steering committee members to discuss how the communication will work in each district and create a master plan for communication. This will include names and contact information within districts.

Tammy advised that she had been in touch with Jeanette Hanlon in SD 51 whose district was one of the pilot districts. Her experience with the audit is that it was very helpful. Jeanette and her payroll manager did some initial work then sat down with a CUPE rep, a BCTF rep and a principal rep and they worked through the audit as a group. It built in a lot of understanding about what the district was trying to accomplish at the outset and they were able to fill in different pieces of information about how things really worked. Jeanette found that helpful for laying out the information. She is more than willing to speak to us about how this worked in her district.

Wellness Information

Tammy suggested that it would be helpful to request specific information from Pacific Blue Cross and EFAP. They are able to provide standard reports that respect the privacy of individuals. Shari will provide a template email to use in requesting this information.

4. **Disability Management Consulting**

Shari has a background in and is available for disability management consulting, general questions, return to work, or anything along those lines. If you need assistance, feel free to contact Shari. This will help to start building depth in disability management practices as well.

Tammy advised that this is something that has come up already in a couple of districts and Shari has started to work on some more complicated return to work situations. Shari's assistance in this area will be a great help.

Meeting concluded at 3:36 p.m.