

**June 2018 - No 6**

[www.staffassociation.ca](http://www.staffassociation.ca)

## Message from the Chair...

Hello Everyone,

My apologies as this FYI is late coming out. It's crazy that it's the end of June already. We've been busy here at the office assisting well over 200 members identified for transfer (placement) and members experiencing issues at work etc. Mark and Albert have also been working on getting our package ready for mediation. Albert will speak to that in the message around negotiations below. Dawn has also included new information around applying for EI. No more 16-digit code!

We are extremely proud of the service that Staff Association members provide to CBE and its students. We hope that you find time for some well-deserved rest, relaxation and fun this summer with family and friends.

On behalf of the SA Board of Directors and Office Staff,

*Lois Robb*

## Applying for Employment Insurance (EI)

**Please note:** This information has been copied and pasted directly from CBE's Website. Please click on the link below to view CBE's ROE Communication in its entirety:

[Summer 2018 Mass ROE Communication](#)

**Questions:** If you have any questions, please contact CBE'S Employee Contact Centre (CBE Human Resources) at 403.817.7333 ([ecc@cbe.ab.ca](mailto:ecc@cbe.ab.ca)) or Service Canada directly at 1.800.206.7218.

**ROE Issue Date:** CBE will automatically have Records of Employment (ROE) issued electronically to Service Canada via the Web for 10-month support staff by July 7, 2018.

**How to File your Claim:** To file, please go to [www.servicecanada.gc.ca](http://www.servicecanada.gc.ca) or [www.canada.ca](http://www.canada.ca) – Scroll down page and select "My Service Canada Account"

**IMPORTANT NOTICE - NO 16-digit Reference Code Required** 🙌

- You will not be issued a 16-digit reference code as Service Canada has removed this requirement for 2018. Please complete your application without using a reference code.
- When asked "are you part of a group layoff situation?" please select "NO" as a reference code has not been issued, so that you can continue with the application process.

## Important Information from Service Canada – PLEASE READ

[Applying for Employment Insurance – Notice for Non-teaching Support Staff](#) (pdf)

**Are You Eligible for EI?** Service Canada ([www.canada.ca](http://www.canada.ca)) provides information on the number of insurable hours you need to work to be eligible for EI benefits. All support staff members that meet EI requirements are eligible to receive EI benefits.

**SA Union Local Information:** Staff Association Union Local Number: We do not have a local number, we are simply the CBE Staff Association and were founded in 1968.

## Negotiation Update

With the pressures of the RAM and Spring Staffing, negotiations have ground to a halt. The CBE has made it clear to our negotiation team that they will not consider proposals that result in monetary increases. While we don't agree with that position, we have also made it clear that in the absence of money, there has to be a greater focus on improving working conditions and increasing job security.

We are currently putting together two sets of final proposals, one that includes a salary increase and one with no salary increase and a significantly greater focus on working conditions and job security. We will pursue these proposals with CBE either before or during mediation.

## Lunchroom Opportunities

If you are a Lunchroom Supervisor seeking to change location, please note that fifty (50) lunchroom vacancies have just been posted on CBE's Non-Teaching Careers site. Application deadline is Saturday, June 30<sup>th</sup>.

## CBE General Information

### Employee Contact Centre (ECC)

**Need Help? Have Questions?** Call or E-mail CBE's Employee Contact Centre: **403-817-7333** ([ecc@cbe.ab.ca](mailto:ecc@cbe.ab.ca)). The Employee Contact Centre (ECC), CBE Human Resources, can assist you with questions regarding your salary, payroll, group benefits, pension, leaves, vacation pay, salary verification letters, **records of employment**, T4's, retirement planning, resignation/retirement processing and any other general inquiry you may have including self-service in PeopleSoft.

### Employee and Family Assistance Program

**Help to manage work and personal life – at no cost – 24/7**

Homewood Health: 1.800.663.1142	TTY: 1.888.384.1152	<a href="http://www.homeweb.ca">www.homeweb.ca</a>
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Homewood Health offers **counselling, coaching, resources**, information, and support for all types of issues relating to mental health, health management and achieving greater personal and workplace wellbeing. **The Homewood Health Employee and Family Assistance Program (EFAP) is a confidential, no cost service, available to employees and their dependents to help manage work and personal life.**

For more information please visit CBE's website ([www.cbe.ab.ca](http://www.cbe.ab.ca)): **staff insite → manage your career → compensation & benefits → Employee & Family Assistance Program**

## Staff Association Summer Hours

Staff Association is closed Friday's throughout the summer, and with staff using their earned vacation time, please e-mail or phone ahead to book an appointment should you need to visit the office to ensure that one of our Management Team Members will be available to assist you with your questions/concerns.

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