



Legislative Assembly

MINUTES OF MEETING #13/81
OF THE BOARD OF INTERNAL ECONOMY
HELD IN ROOM 363, LEGISLATIVE BUILDING
AT 3:30 P.M., ON TUESDAY, DECEMBER 15, 1981

PRESENT:

Members:

The Honourable John M. Turner, Speaker, Chairman
The Honourable Bud Gregory
The Honourable R. Bruce McCaffrey
Mr. Jack Johnson, M.P.P.
Mr. Robert Nixon, M.P.P.
Mr. Elie Martel, M.P.P.

Secretariat:

Mr. Robert J. Fleming, Director of Administration, Secretary
Mrs. Frances L. Edge, Recording Secretary

Legislative Assembly Staff:

Mr. Roderick Lewis, Q.C., Clerk of the House
Mr. J.M. Miggiani, Finance Officer
Ms. Ellen Schoenberger, Personnel Officer
Mr. J.T. Mitchinson, Executive Assistant to the Director
of Administration
Dr. Graham White, Assistant Clerk

Guests:

The Honourable Donald R. Morand, Ombudsman
Mr. F. McArdle, Executive Director, Ombudsman's Office
Mr. A. Mills, Controller, Ombudsman's Office
Mr. J. Allan, Accountant, Ombudsman's Office
Mr. Bob Runciman, M.P.P., Chairman, Select Committee
on the Ombudsman
Mr. George Kerr, M.P.P., Chairman, Standing Committee on
Procedural Affairs

Absent:

The Honourable Thomas L. Wells

DECISIONS OF THE BOARD

ITEM 1 Approval of Minutes of Meeting #12/81

Moved by Mr. Johnson, seconded by Mr. McCaffrey,
and agreed, that the Minutes of Meeting #12/81
be approved as circulated.

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ITEM 2 Review of 1982-83 Estimates:
Office of the Ombudsman

Moved by Mr. Gregory, seconded by Mr. Martel, and agreed, that the 1982-83 Estimates of the Office of the Ombudsman be approved in the amount of \$5,124,000.

ITEM 3 Proposed Amendment to the Legislative
Assembly Retirement Allowances Act

Deferred to future meeting of the Board.

ITEM 4 Request from Patrick Reid, M.P.P.,
Chairman of the Standing Committee on
Public Accounts

Moved by Mr. Nixon, seconded by Mr. Johnson, and agreed, that the Board approve the allocation of up to a maximum of \$950.00 to defray the expenses of Mr. Patrick Reid, M.P.P., President of the Canadian Council of Public Accounts Committee Chairmen, incurred by travelling to Victoria, B.C. to organize the annual meeting of the Council which will be taking place in July of 1982. Mr. Reid will be required to submit an expense claim together with receipts supporting all expenditures.

ITEM 5 Personnel Procedures for the Office
of the Assembly

(a) Special Provisions relating to appoint-
ment to the Classified Service

Moved by Mr. Gregory, seconded by Mr. Nixon, and agreed, that if an employee holding a full-time position in the Unclassified Service (i.e. contract employee working in excess of 24 hours per week) is appointed to a position in the Classified Service having the same salary rate and job responsibilities as the Unclassified position, and if there has been no break in service between the two appointments, the period of employment in the Unclassified Service may be considered as employment in the Classified Service, up to a maximum of six months. Eligibility for this special procedure is subject to the recommendation of the employee's supervisor and the approval of the Director of Administration.

If this special provision is exercised, the employee's anniversary date and effective date of commencement of the probationary period shall be determined by taking into account the period of accredited employment in the Unclassified Service.

(b) Grievances on working conditions and
terms of employment

No action taken.

(c) Compulsory Lay-off

Moved by Mr. Martel, seconded by Mr. Johnson, and agreed, that the Personnel Officer, after giving an employee and his or her supervisor an opportunity to state his or her case in a confidential meeting, may impose a compulsory lay-off without pay for a period of up to two days in the first instance, and for a period of up to five days in subsequent instances:

(i) when an employee of the Office of the Assembly

- habitually fails to comply with attendance regulations or directives,
- absents himself during his prescribed hours of duty without permission,
- reports for duty while incapable of performing his duties,
- misuses government property or uses government property or services for purposes other than government business, or
- fails to obey the instructions of his supervisor, and

(ii) where in the opinion of the Personnel Officer, the circumstances do not amount to grounds for more serious disciplinary action.

If a compulsory lay-off is imposed, the length of the lay-off and the reasons for imposing it shall be delivered to the employee in writing together with notice that the employee has the right to grieve the decision of the Personnel Officer following procedures for grievances relating to working conditions and terms of employment.

ITEM 6 Other Business:

(a) 1981-82 Estimates Review: Supplementary Estimates of the Standing Committee on Procedural Affairs

Moved by Mr. Johnson, seconded by Mr. Nixon, and agreed, that the 1981-82 Supplementary Estimates of the Standing Committee on Procedural Affairs be approved in the amount of \$17,568.00.

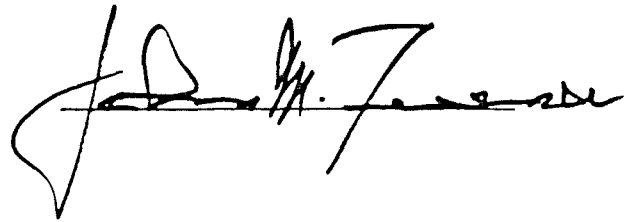
(b) Request from George Kerr, M.P.P., Chairman, Standing Committee on Procedural Affairs re Remo Mancini, M.P.P.

Moved by Mr. Johnson, seconded by Mr. Nixon, and agreed, that Remo Mancini, M.P.P., be reimbursed by the Office of the Assembly in the amount of \$100.00, representing the value of an airline ticket deposit forfeited by Mr. Mancini as a result of the cancellation of the visit by the Standing Committee on Procedural Affairs to London in February of 1981.

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MOTION TO ADJOURN:

There being no further business to come before the Board at this time, Mr. Gregory moved adjournment of the meeting.

A handwritten signature in black ink, appearing to read "J. D. H. Jensen", written over a horizontal line.

17/12/81