



HUMAN RESOURCES department

ACTIVITY REPORT JUNE 2022 TO SEPTEMBER 2022

The Human resources (HR) department coordinates all Kativik Regional Government (KRG) labor files. It delivers advice, technical assistance and coaching to managers, as well as contributing to the implementation of the organization's mandates through employee recruitment, retention, training and upgrading.

1. General

- Many changes occurred within the department as a result of the departure of Meredith Pilkington, former Director, on July 5, 2022 as well as the departure of Cynthia Cookie-Simard, HR Advisor on September 16, 2022. In addition, the department successfully recruited a new HR Advisor, Melanie Holloway, starting September 12, 2022;
- The call for tender for the insurances coverage was launched but unfortunately a second tender had to be launched. The second tender will close August 29;
- Updating of employees files (insurances, dependents list, etc.)
- The revision of salary classes and pay equity started earlier this week and we have received reports from the company. We are in the process of reviewing those reports;
- Commitment on Recruitment and Retention remains a focus to reduce turnover costs.

2. Employee movements

Revision of posting and publication, sorting/pre-selection of candidates with departments, coordination and leading of interviews, coordination of psycho-metric tests, references, preparation of contracts, coordination with Operations section for employee arrival, etc.

- For KRG:
 - Coordination for the posting of 77 positions and hiring of 22 employees;
 - Coordination for the end of employment of 14 permanent employees (termination or resignation);
- For NPS:
 - 19 constables positions filled, all staff for NPS;
 - Coordination for the end of employment of 6 constables;

3. Training

- HR Downloads was implemented; invitations were sent and training has started for some employees.
- Implementing a survey for training needs, to better evaluate the needs of the KRG employees.

4. Labor Relations

- Labor relation committee (employer-union): meeting on June 17 and August 4, 2022. Discussions on different issues (specific employee cases, complaints, improvements, requests, etc.).
- Collective agreement:
 - Ended December 2020;
 - Preparation for negotiations: position, mandate, financial evaluation etc;
 - Negotiation meetings are scheduled for September 27 to 30, 2022 in Kuujuaq.
 - The list of individual safety equipment and clothing is under review, to reflect the actual needs of employees.

5. Technical Assistance Program to Northern Villages

- The mandate to provide assistance to all Northern Villages requires an additional HR Advisor to the existing team. We will be recruiting to be able to fulfill this mandate.

6. **Statistics** (as of August 1, 2022)

KRG								
	KRG	%	TRANSPORT	%	MANAGEMENT	%	TOTAL	%
Inuit Women	110		4		23		137	
Inuit Men	52		61		19		132	
Total : Inuit	162	66%	65	77%	42	48%	269	65%
Non Inuit Women	22		0		18		40	
Non Inuit Men	61		19		27		107	
Total : Non Inuit	83	34%	19	23%	45	52%	147	35%
TOTAL EMPLOYEES	245		84		87		416	

Public Security - NPS								
	NPS	%	Guard	%	Civilian	%	TOTAL	%
Inuit Women	2		3		7		12	
Inuit Men	2		2		0		4	
Total : Inuit	4	5%	5	12%	7	100%	16	12%
Non Inuit Women	9		11		0		20	
Non Inuit Men	63		27		0		90	
Total : Non Inuit	72	95%	38	88%	0	0%	110	87%
TOTAL EMPLOYEES	76		43		7		126	
In Kuujjuaq	29	38%	11	26%	7	100%	47	37%

* Guards in Kuujjuaraapik, Inukjuak and Kangiqsujuaq are not included as they are paid by the NVs.

7. Human Resources Department Employees

DEPARTMENTS	HR ADVISORS	CONTACT INFO	
Northern Villages	Director - Vacant	hrdirector@krg.ca	Ext
Public Security and Civil Security	Nathalie Le Gall Karine Cote	nlegall@krg.ca kcote@krg.ca	Ext 2275 Ext 2337
Municipal Public Works	Karine Cote Cynthia Cookie-Simard	kcote@krg.ca ccookie-simard@krg.ca	Ext 2337 Ext 2409
Renewable Resources, Environment, Lands, and Parks	Karine Cote Cynthia Cookie-Simard	kcote@krg.ca ccookie-simard@krg.ca	Ext 2337 Ext 2409
Administration and Communications	Cynthia Cookie-Simard Karine Cote	ccookie-simard@krg.ca kcote@krg.ca	Ext 2409 Ext 2337
Sustainable Employment	Cynthia Cookie-Simard Karine Cote	ccookie-simard@krg.ca kcote@krg.ca	Ext 2409 Ext 2337
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Finance and Treasury	Josianne Cimon Nathalie Le Gall	jcimon@krg.ca nlegall@krg.ca	Ext 2289 Ext 2275
Legal, Socio-judicial and Municipal Management	Josianne Cimon Nathalie Le Gall	jcimon@krg.ca nlegall@krg.ca	Ext 2289 Ext 2275
Regional and Local Economic Development	Josianne Cimon Cynthia Cookie-Simard	jcimon@krg.ca ccookie-simard@krg.ca	Ext 2289 Ext 2409
Transportation	Josianne Cimon Karine Cote	jcimon@krg.ca kcote@krg.ca	Ext 2289 Ext 2337
Questions about Blue Cross, SunLife, Dependant Status Forms, etc.	Leah Pilurтуut Sylvia Jonas	lpilurтуut@krg.ca sjonas@krg.ca hradmin@krg.ca	Ext 2305 Ext 2240