



HUMAN RESOURCES department

ACTIVITY REPORT SEPTEMBER-NOVEMBER- 2023

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

- We are pleased to announce that we have a new HR Advisor since September, Emilie Denis. She is working with the Transportation and Civil Security departments.
- Updating of employees' files (insurances, dependents list, etc.) are ongoing and support to the KRG employees as well, for any work-related questions.
- The consultants working on pay equity have completed the market review for the union employees as well as Management. A new job evaluation system will be in place within a few months and training will be given to the HR team and the job evaluation committee members.
- HR is working on updating current KRG policies and procedures and creating new policies where required.
- Management working conditions are being revised and updated.
- Benefit enhancements were proposed and are pending approval.
- The employee survey results are being reviewed and we are coordinating with the consultant for presentation to the Executive Committee, messaging to employees and within departments.

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 forty-one (41) positions and hiring of nineteen (19) employees; from the forty-one (41) postings, nine (9) were a second posting and two(2) were a third posting.
 - Coordination for the end of employment of sixteen (16) permanent employees (termination or resignation);

- For NPS:
 - Five (5) constables positions filled, all staff for NPS;
 - Coordination of the end of employment of four (4) constables;

3. Training

- The training needs from each department are being requested and approved within budget.
- We are looking at the possibility of having group training sessions, depending on the topics requested by the departments.
- The Universite Laval cultural training will be rolled out to new and existing employees in the new year.

4. Labor Relations

- Labor relations committee (employer-union): A few meetings were done in the last few months. Discussions on different issues (specific employee cases, complaints, improvements, requests, etc.).
- Collective agreement:
 - Signed on October 24 at the Kuujjuaq Head Office, with the Chairperson, the Corporate Secretary and Union representatives;
 - Following the signature, more training sessions will be offered to Management employees.
 - The new collective agreements are now on the intranet for employees to consult.
 - New committees with the Employer and the Union will be created now that the collective agreements have been signed, such as Teleworking and Safety Equipment and Uniforms.

5. Technical Assistance Program to Northern Villages

- Another HR Advisor will be hired to help with the technical assistance to the Northern Villages. A more defined plan of support will be communicated to the Northern Villages.
- Handover of support from the legal department is underway.

6. **Statistics** (as of November 1, 2023)

KRG								
	KRG	%	TRANSPORT	%	MANAGEMENT	%	TOTAL	%
Inuit Women	93		3		22		118	
Inuit Men	46		58		17		121	
Total : Inuit	139	64%	61	81%	39	42%	239	62%
Non Inuit Women	21		0		20		41	
Non Inuit Men	56		14		34		104	
Total : Non Inuit	77	36%	14	19%	54	58%	145	38%
TOTAL EMPLOYEES	216		75		93		384	

Public Security - NPS								
	NPS	%	Guard	%	Civilian	%	TOTAL	%
Inuit Women	1		2		8		11	
Inuit Men	1		1		0		2	
Total : Inuit	2	2%	3	8%	8	100%	13	10%
Non Inuit Women	10		12		0		22	
Non Inuit Men	80		18		0		98	
Total : Non Inuit	90	98%	30	92%	0	0%	120	90%
TOTAL EMPLOYEES	92		(33)		8		133	

TOTALS						
Total Employees	NPS	100	KRG	384	Grand Total	484
Total Vacant-Approved Positions	NPS	N/A	KRG	95	Grand Total	95

7. Human Resources Department Employees

Name and Position	Contact info	Assigned to:
Eleanor Scharf Director	escharf@krg.ca ext 2425	Human Resources
Karine Cote Assistant Director	kcote@krg.ca hrdirector@krg.ca (NVs) ext 2337	Northern Villages
Nathalie Le Gall Human Resources Advisor	nlegall@krg.ca ext 2275	NPS
Melanie Holloway Human Resources Advisor	mholloway@krg.ca ext 2409	Communications Recreation Renewable Resources Sustainable Employment
Anne-Marie Girard Human Resources Advisor	amgirard@krg.ca ext 2264	Administration Finance and Treasury Legal, Socio-judicial and Municipal Management Municipal Public Works Regional and Local Economic Development
Emilie Denis Human Resources Advisor	edenis@krg.ca ext 2289	Civil Security Transportation
Laura Pinci Recruiter	lpinci@krg.ca mobile: 819-469-9413	All departments
Leah Pilurтуut Administrative Coordinator	lpilurтуut@krg.ca hradmin@krg.ca ext 2305	Inquiries regarding insurance, pension plan, RRSP, forms, etc.