



HUMAN RESOURCES Department

ACTIVITY REPORT NOVEMBER 2023 TO FEBRUARY 2024

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 last week, Marise Nadeau. She will be working closely with several departments and the HR team.
- Following the 2024 budget, a new position was approved for the HR department, Training Coordinator. This position will be focusing on training for the KRG employees as well as onboarding.
- Updating of employees' files (insurances, dependents list, etc.) and support to KRG employees for work-related questions are ongoing.
- The management employee salary scale has been adjusted to reflect the actual employment market.
- HR is working on updating current KRG policies and procedures and creating new policies where required.
- Management employee working conditions are being revised and updated. We are expecting to have this done before the end of this year.
- Benefit enhancements were proposed and were approved for management employees.
- The employee survey results were reviewed and presented to the Executive Committee on January 31. The next step is sharing the results with employees and within departments in March/April 2024.

2. Employee movements

- For KRG:
 - Coordination for posting 52 positions and hiring 28 employees. Of the 52 postings, 11 were a second posting and 14 were a third posting.
 - Coordination for the end of employment of 14 permanent employees (termination or resignation);
- For NPS:
 - Eight constables positions filled for NPS;
 - Coordination of the end of employment of one constable;

3. Training

- The training needs from each department were received and reviewed, and we are in the process of informing each department of training approvals.
- We are looking at the possibility of having group training sessions, depending on the topics requested by the departments.
- The Succession Management Plan is currently under review and will be relaunched in 2024.

4. Labor Relations

- Labour relations committee (employer-union): Several meetings took place in the last few months. Discussions focused on different issues (specific employee cases, complaints, improvements, requests, etc.).
- With the signature of the new collective agreement, the HR team will again be offering information sessions to management employees. –
- Following elections in December 2023, the KRG Union has a new president and some new members.

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 in the next few weeks.

6. **Statistics** (as of February 1, 2024)

| KRG | | | | | | | | |
|--------------------------|------------|------------|------------------|------------|-------------------|------------|--------------|------------|
| | KRG | % | TRANSPORT | % | MANAGEMENT | % | TOTAL | % |
| Inuit Women | 96 | | 3 | | 20 | | 119 | |
| Inuit Men | 47 | | 55 | | 17 | | 119 | |
| Total : Inuit | 143 | 63% | 58 | 76% | 37 | 41% | 238 | 61% |
| Non Inuit Women | 24 | | 0 | | 21 | | 45 | |
| Non Inuit Men | 60 | | 18 | | 32 | | 110 | |
| Total : Non Inuit | 84 | 37% | 18 | 24% | 53 | 59% | 155 | 39% |
| TOTAL EMPLOYEES | 227 | | 76 | | 90 | | 393 | |

| Public Security - NPS | | | | | | | | |
|------------------------------|------------|------------|--------------|------------|-----------------|-------------|--------------|------------|
| | NPS | % | Guard | % | Civilian | % | TOTAL | % |
| Inuit Women | 1 | | 3 | | 8 | | 12 | |
| Inuit Men | 1 | | 0 | | 0 | | 2 | |
| Total : Inuit | 2 | 2% | 3 | 7% | 8 | 100% | 13 | 8% |
| Non Inuit Women | 15 | | 15 | | 0 | | 30 | |
| Non Inuit Men | 92 | | 26 | | 0 | | 118 | |
| Total : Non Inuit | 107 | 98% | 41 | 93% | 0 | 0% | 148 | 92% |
| TOTAL EMPLOYEES | 109 | | 44 | | 8 | | 161 | |

| TOTALS | | | | | | |
|--|-----|-----|-----|-----|-------------|------------|
| Total Employees | NPS | 117 | KRG | 393 | Grand Total | 510 |
| Total Vacant-Approved Positions | NPS | N/A | KRG | | Grand Total | |

| Department | Vacant positions | New positions | Total |
|------------------------|-------------------------|----------------------|--------------|
| Administration | 8 | 8 | 16 |
| Civil Security | 1 | 1 | 2 |
| Communications | 1 | 0 | 1 |
| Management – DGO | 2 | 0 | 2 |
| Finance and Treasury | 3 | 0 | 3 |
| Human Resources | 2 | 2 | 4 |
| Legal | 3 | 0 | 3 |
| MPW | 4 | 0 | 4 |
| Recreation | 2 | 0 | 2 |
| RLED | 2 | 1 | 3 |
| Renewable Resources | 13 | 4 | 17 |
| Sustainable Employment | 11 | 2 | 13 |
| Transportation | 13 | 1 | 14 |
| Total | 65 | 19 | 84 |

7. Human Resources Department Employees

| Name and Position | Contact info | Assigned to: |
|--|--|---|
| Karine Cote Interim Director | kcote@krg.ca hrdirector@krg.ca (NVs) ext 2337 | Human Resources Northern Villages |
| Melanie Knight Interim Assistant Director | mknight@krg.ca ext 2409 | Communications Recreation Renewable Resources Sustainable Employment |
| Nathalie Le Gall Human Resources Advisor | nlegall@krg.ca ext 2275 | NPS |
| 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 |
| Marise Nadeau Human Resources Advisor | | |
| Laura Pinci Recruiter | lpinci@krg.ca mobile: 819-469-9413 | All departments |
| Leah Pilurtuut Administrative Coordinator | lpilurtuut@krg.ca hradmin@krg.ca ext 2305 | Inquiries regarding insurance, pension plan, RRSP, forms, etc. |