



## HUMAN RESOURCES Department

### ACTIVITY REPORT NOVEMBER 2021 TO FEBRUARY 2022

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The Human resources (HR) department coordinates all KRG labour 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

- Regular updates on the *Covid Handbook* – situation is still fluid changes being made in accordance with the regulations from the Health Board.
- Preparation for the tender of the renewal for our benefits insurer.
- Contract for a recruitment agency for the ADG roles closed January 26, 2022.
- Updating of employees files (insurances, dependents list, etc.).
- The revision of salary classes and pay equity for Union started in early January, Management to follow.
- An HR Advisor was hired – Josianne Cimon – she will be starting in March 2022. An additional member was added to the HR team, Sylvia Jonas, and she will be joining the team as Administrative Coordinator in collaboration with Leah Pilurtuut.

#### 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 of the posting of 36 positions and hiring of 26 employees;
  - Coordination of the end of employment of 19 permanent employees (termination or resignation);
- For NPS:
  - 7 constables positions filled, all staff for NPS;
  - Coordination of the end of employment of 10 constables

### **3. Training**

- HRdownloads training platform was implemented, invitations were sent out and training has started for some employees.

### **4. Labour Relations**

- Labour relations committee (employer-union): meeting on December 2, 2021, as well as January 21, 2022. Discussions on different issues (specific employee files, complaints, improvements, requests, etc.).
- Collective agreement:
  - Ended December 2020;
  - Preparation for negotiations: position, mandate, financial evaluation etc.;
  - Negotiation meetings were held November 30 and December 1, 2021, December 14, 2021, and also on January 18, 2022.
  - A new committee (employer-union) will be implemented starting February 2022. The mandate of that committee will be to review the list of individual safety equipment and clothing, to better reflect the needs of the employees and to ensure the most effective options for KRG.

### **5. Technical Assistance Program to Northern Villages**

- Postponed to March and will be reviewed again when HR has a full complement.

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

<b>KRG</b>								
	<b>KRG</b>	<b>%</b>	<b>TRANSPORT</b>	<b>%</b>	<b>MANAGEMENT</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
Inuit Women	94		3		21		118	
Inuit Men	47		59		19		125	
<b>Total : Inuit</b>	<b>141</b>	<b>69%</b>	<b>62</b>	<b>78%</b>	<b>40</b>	<b>49%</b>	<b>243</b>	<b>67%</b>
Non Inuit Women	24		0		19		43	
Non Inuit Men	38		18		22		78	
<b>Total : Non Inuit</b>	<b>62</b>	<b>31%</b>	<b>18</b>	<b>22%</b>	<b>41</b>	<b>51%</b>	<b>121</b>	<b>33%</b>
<b>TOTAL EMPLOYEES</b>	<b>203</b>		<b>80</b>		<b>81</b>		<b>364</b>	

<b>Public Security - NPS</b>								
	<b>NPS</b>	<b>%</b>	<b>Guard</b>	<b>%</b>	<b>Civilian</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
Inuit Women	2		5		7		14	
Inuit Men	2		2		0		4	
<b>Total : Inuit</b>	<b>4</b>	<b>5%</b>	<b>7</b>	<b>20%</b>	<b>7</b>	<b>100%</b>	<b>18</b>	<b>15%</b>
Non Inuit Women	7		6		0		13	
Non Inuit Men	66		21		0		87	
<b>Total : Non Inuit</b>	<b>73</b>	<b>95%</b>	<b>27</b>	<b>80%</b>	<b>0</b>	<b>0%</b>	<b>100</b>	<b>85%</b>
<b>TOTAL EMPLOYEES</b>	<b>77</b>		<b>34</b>		<b>7</b>		<b>118</b>	
<b>In Kuujuaq</b>	<b>29</b>	<b>38%</b>	<b>13</b>	<b>33%</b>	<b>7</b>	<b>100%</b>	<b>49</b>	<b>42%</b>

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

## 7. Human Resources Department Employees

<b>Title</b>	<b>Name</b>	<b>Assigned Departments and Files</b>
Director	Meredith Pilkington Extension 2264 <a href="mailto:mpilkington@krg.ca">mpilkington@krg.ca</a>	<i>Update at the meeting</i>
Administrative Coordinator	Leah Pilurтуut Extension 2305 <a href="mailto:lpilurтуut@krg.ca">lpilurтуut@krg.ca</a>	Administrative support to the HR Department
Advisor	Cynthia Cookie-Simard Extension 2409 <a href="mailto:CCookie-Simard@krg.ca">CCookie-Simard@krg.ca</a>	Sustainable Employment; Recreation; RLED; Communications; Administration – IT / Tamaani.
Advisor	Karine Côté Extension 2337 <a href="mailto:kcote@krg.ca">kcote@krg.ca</a>	Finance and Treasury; Transportation; H&S; LRC; Employee Years of Service Recognition.
Advisor	Nathalie LeGall Extension 2275 <a href="mailto:nlegall@krg.ca">nlegall@krg.ca</a>	NPS; Civil Security; Legal; CNESST.
Advisor	Distributed to other Advisors until Josianne starts in March	Renewable Resources; MPW; Administration – Operations/Procurement; KRG Councilors; LRC.