



## HUMAN RESOURCES department

### ACTIVITY REPORT JUNE TO SEPTEMBER 2021

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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

- Implementation and management of summer students jobs and internships; 22 students were hired in Nunavik & 2 Interns;
- Revision of insurances coverage;
- Updating of employees files (insurances, dependents list, etc.);
- Initiate the revision of salaries classes and pay equity;
- Hiring of a new Director as of May 31<sup>st</sup>; coordination with all departments Directors, the Director-General office and the department staff.

#### 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 49 positions and hiring of 23 employees;
  - Coordination of the end of employment of 17 permanent employees (termination or resignation);
- For NPS:
  - 4 constables positions filled, all staff for NPS;
  - Coordination of the end of employment of 7 constables and one civilian employee.

### **3. Human Resources Information System (Dayforce) Implementation**

- The implementation of the Human Resources Information System (HRIS) modules began in January 2021 and it was expected to be completed by June 2021, but is still on-going.

Recruitment	15 weeks (incl.1 kick off)	Completed
Compensation	11 weeks (incl.1 kick off)	Completed
Document management	2 weeks	Completed
Performance	15 weeks (incl.1 kick-off)	In progress

### **4. Training**

- KRG Respectful Work Environments training will be delivered virtually. A training session was conducted in July and the final version should be ready to be delivered to all KRG employees in the fall.
- Cultural Competency Training: Laval University on-line training developed for NPS is currently being adapted for the KRG. A second module in-person is under evaluation;
- Coordination with employees and directors for employees individual training (research, booking, approval).

### **5. Labor Relations**

- Labor relation committee (employer-union): meeting in July (after a pause of 2 months). Discussions on different issues (specific employee cases, complaints, improvements, requests, etc.). The new HR Director was introduced to the Union executive members.
- Collective agreement:
  - Ended December 2020;
  - Preparation for negotiations: position, mandate, financial evaluation etc.;
  - First negotiations meeting are scheduled for September up to December 2021.

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

- Postponed

7. **Statistics** (as of August 1, 2021)

<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	97		3		20		120	
Inuit Men	52		55		15		122	
<b>Total : Inuit</b>	<b>149</b>	<b>64%</b>	<b>58</b>	<b>81%</b>	<b>35</b>	<b>47%</b>	<b>242</b>	<b>64%</b>
Non Inuit Women	22		0		17		39	
Non Inuit Men	61		14		22		97	
<b>Total : Non Inuit</b>	<b>83</b>	<b>36%</b>	<b>14</b>	<b>19%</b>	<b>39</b>	<b>53%</b>	<b>136</b>	<b>36%</b>
<b>TOTAL EMPLOYEES</b>	<b>232</b>		<b>72</b>		<b>74</b>		<b>378</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		6				8	
Inuit Men	2		1		7		10	
<b>Total : Inuit</b>	<b>4</b>	<b>5%</b>	<b>7</b>	<b>21%</b>	<b>7</b>	<b>88%</b>	<b>18</b>	<b>15%</b>
Non Inuit Women	5		8		0		13	
Non Inuit Men	69		18		1		88	
<b>Total : Non Inuit</b>	<b>74</b>	<b>95%</b>	<b>26</b>	<b>79%</b>	<b>1</b>	<b>12%</b>	<b>101</b>	<b>85%</b>
<b>TOTAL EMPLOYEES</b>	<b>78</b>		<b>33</b>		<b>8</b>		<b>119</b>	
<b>In Kuujjuaq</b>	<b>23</b>	<b>29%</b>	<b>12</b>	<b>36%</b>	<b>7</b>	<b>88%</b>	<b>42</b>	<b>35%</b>

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

## 8. 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@krq.ca">mpilkington@krq.ca</a>	
Administrative Coordinator	Leah Pilurтуut Extension 2305 <a href="mailto:lpilurтуut@krq.ca">lpilurтуut@krq.ca</a>	Administrative support to the HR Department
Advisor	Cynthia Cookie-Simard Extension 2409 <a href="mailto:CCookie-Simard@krq.ca">CCookie-Simard@krq.ca</a>	Sustainable Employment; Recreation; RLED; Communications; Administration – IT / Tamaani.
Advisor	Karine Côté Extension 2337 <a href="mailto:kcote@krq.ca">kcote@krq.ca</a>	Finance and Treasury; Transportation; H&S; LRC; Employee Years of Service Recognition.
Advisor	Vacant	KRPF; Civil Security; Legal; CNESST.
Advisor	Vacant	Renewable Resources; MPW; Administration – Operations/Procurement; KRG Councilors; LRC.

\* will be reassigned following recent resignations.