

## **Human Resources for Ministry Committee Report to Synod**

The Human Resources for Ministry Committee advises the Bishop and Synod Council with respect to policy and best practices pertaining to a wide range of human resources matters referred to them. In doing so, we strive to uphold our diocesan vision and promote vision-consistent values.

In 2016 we:

- Welcomed the Venerable Peter Scott and Ms. Ann Cunningham to our ranks;
- Consulted about and undertook an extensive revision and update of the Cathedral Place Staff Employment Manual;
- Recommended to the Bishop the renewal and extension of our diocese's agreement with Service Canada (Employment Insurance) concerning a Supplemental Unemployment Benefit [SUB] plan, allowing us to provide short-term sick leave benefits for up to 119 days;
- Monitored the development of a comprehensive "customer service standards" policy, summary of scope and feedback forms and mandatory training for Cathedral Place staff and volunteers as required by the Accessibility for Ontarians with Disabilities Act (2005) [AODA] and as consistent with our values of justice and hospitality;
- Recommended to Synod Council a mandatory cost of living increase to the minimum stipend scale and all housing allowances;
- Recommended to Synod Council annual cost of living and year of experience increases for:
  - those clergy and licensed lay-workers receiving compensation in excess of minimum stipends; and,
  - all (non-licensed) lay employees.

We look forward to completing the Cathedral Place Staff Employment Manual and continuing to reflect on policies with respect to compensation, and such other issues as may arise in the coming year.

Once again, the Committee is indebted to the ongoing support of the Reverend Canon Terry DeForest, Vision Advocate and Director of Human Resources, in partnership with other diocesan staff, attending to this area of diocesan life.

Respectfully submitted,  
Sharon L.C. White,  
Chairperson