

DOMESTIC LABOUR SUBCOMMITTEE MEETING

Minutes of the **Domestic Labour Subcommittee** held virtually via MS Teams on Monday December 4, 2023.

Members Present:

Tyrion Miskell (CHAIR)	BC Grape Growers Association
Kellie Garcia (CO-CHAIR)	Cross-Commodity Leadership Support Project
Annelise Simonsen	BC Fruit Growers Association
Sukhpaul Bal	BC Cherry Association
Brent MacKinnon	BC Tree Fruits Cooperative
Beth Cavers	BC Cherry Association
Shelby Austen	Cross-Commodity Leadership Support Project

Regrets:

Deep Brar	BC Fruit Growers Association
Connor Williamson	BC Ministry of Agriculture & Food

1. INTRODUCTIONS

- The committee welcomed Shelby Austen as the new CCLSP Administration and Communications Manager and gave a round of introductions.

2. TERMS OF REFERENCE: REVIEW & DISCUSS

- The committee reviewed and discussed the Terms of Reference (TOR) in detail.
- A. Simonsen, B. Cavers, and S. Bal suggested changes to the TOR wording to reduce emphasis on BCFW.
- The members agreed that the subcommittee structure can be informal but highlighted the importance of electing a Co-Chair in case of absences. The group decided T. Miskell will remain Chair and K. Garcia will be Co-Chair.
- T. Miskell inquired about a formal review process for the TOR. The group decided to revisit the TOR annually.
- A. Simonsen inquired about standards for meeting pay for volunteers.

ACTION ITEMS	
MEMBER NAME	ACTION REQUIRED
Kellie Garcia	Amend TOR with less emphasis on BCFW and include annual review process.
Shelby Austen	Ask AF about the honorarium process for the TFISP steering committee and sub-committees. Draft formal process for documentation and remuneration once the transition to the CCLSP is complete (April 2024).

3. 2023 FINAL REPORT: REVIEW & DISCUSS

- K. Garcia informed the committee of the main project activities, status of each, and the feedback provided from participants.
- K. Garcia and T. Miskell informed the group that an HR consultant has been hired to complete an evaluation of BCFW from the feedback received.
- Members voiced their concerns about the lack of feedback received from a large candidate pool. The group determined that to rationalize the cost of the project, more feedback is needed from producers.
- A. Simonsen suggested offering a larger incentive to increase engagement.

ACTION ITEMS	
MEMBER NAME	ACTION REQUIRED
Kellie Garcia	Meet with Tricia Deere (HR Consultant) to see clarification on aspects of the 2023 evaluation.
Kellie Garcia	Speak with producers about their experience with CrewDriver (as part of BCFW) and use the feedback to guide our approach and budget for 2024.

4. 2024 IAF FUNDING APPLICATION: REVIEW & DISCUSS

- K. Garcia reviewed the 2024 application in detail. The application is being applied for by CCLSP under the administration of OKSIR. The OKSIR Board of Directors recently granted permission for projects like this to be run by CCLSP without needing board approval each time.
- Due to the scope of the project, a Project Lead will need to be hired by the end of January to work full-time on BCFW, reporting to K. Garcia.
- K. Garcia informed the committee that she would like to see a bigger budget in 2024 for industry engagement, long term thinking, and project evaluation. Project evaluation will take place earlier in 2024.
- S. Bal suggested promoting BCFW at Southern Interior Horticultural Show and giving producers the ability to easily sign-up on the spot. A. Simonsen suggested that the software is not yet equipped for simple use and may not benefit producers in the way initially anticipated.
- The group discussed the significance of safety and sanitation for participants and how to implement with BCFW. S. Bal suggested sanitation/safety be proposed as a separate project with IAF. Ultimately, more discussion is needed.
- The group discussed the possibility of allocating budget to pursue lower tech options for job matching, while also testing CrewDriver for a third year. S. Bal highlighted the importance of BCFW user feedback, before moving forward with any formal decisions and suggested that a focus group of producer participants be convened to have an evaluation discussion.

ACTION ITEMS	
MEMBER NAME	ACTION REQUIRED
Kellie Garcia	Hire BCFW Project Lead by Jan 2024.

Kellie Garcia	Seek feedback from top 3-4 producers who used BCFW. Use CrewDriver analytics for feedback from individuals who registered but did not follow through.
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5. **ADJOURNMENT**

- The next Domestic Labour Subcommittee meeting will be held the week of January 15 (date TBD).