



**House of Assembly
Newfoundland and Labrador**

**Minutes of the House of Assembly
Management Commission**

Date: August 9, 2023

Location: House of Assembly Committee Room

Time: 1:30 p.m.

Members Present:

Hon. Derek Bennett, Speaker (Chair)

Hon. John Hogan, Government House Leader

Barry Petten, Opposition House Leader

Lela Evans, MHA (NDP), Torngat Mountains (by phone)

Craig Pardy, MHA (PC), Bonavista

Lucy Stoyles, MHA (LIB), Mount Pearl North (by phone)

Sandra Barnes, Clerk of the House of Assembly/Secretary to the Commission

Other

Brian Warr, Deputy Speaker

Kim Hawley George, Law Clerk & Parliamentary Counsel/Clerk Assistant (A)

Bobbi Russell, Director of Communications & Policy

Regrets

Hon. Lisa Dempster, MHA (LIB), Cartwright - L'Anse au Clair

The Commission, at an *in camera* meeting, confirmed the following for positions within the House of Assembly Service:

- a. Position classification of HL-21 (management), recommended by the Classification Review Committee, for the position of Manager of General Operations and Purchasing;
- b. Position classification of GL-06 (non-management), recommended by the Classification Review Committee, for the position of Secretary to the Chief Financial Officer, and title change to Administrative Assistant to the Chief Financial Officer/Leave Clerk.

The Commission, at an *in camera* meeting, confirmed the following for positions within the Office of the Citizens' Representative:

- a. Position classification of HL-26 (management), recommended by the Classification Review Committee, for the position of Assistant Citizens' Representative;
- b. Position classification of HL-12 (management) recommended, by the Classification Review Committee, for the position of Executive Secretary to the Citizens' Representative;

- c. Position classification of GL-13 (non-management), recommended by the Classification Review Committee, for the position of Office Manager;
- d. Position classification of GL-20 (non-management), recommended by the Classification Review Committee, for the positions of Senior Investigator;
- e. Position classification of GL-18 (non-management), recommended by the Classification Review Committee, for the positions of Investigator.

The Commission, at an *in camera* meeting, confirmed the following for positions within the Office of the Child and Youth Advocate:

- a. Position classification of HL-24 (management), recommended by the Classification Review Committee, for the position of Director of Reviews/Investigations and Systemic Advocacy, and title change to Director of Advocacy and Investigations;
- b. Position classification of HL-24 (management), recommended by the Classification Review Committee, for the position of Director of Strategic Development and Planning/Systemic Advocacy Consultant, and title change to Director of Strategic Services and Outreach;
- c. Position classification of HL-21 (management), recommended by the Classification Review Committee, for the positions of Systemic Advocacy Consultant;
- d. Position classification of GL-18 (non-management), recommended by the Classification Review Committee, for the positions of Advocacy Services Specialist, and title change to Individual Advocacy Specialist.

The Commission, at an *in camera* meeting, deferred a decision on proposed position title changes for positions in the Office of the Information and Privacy Commissioner, until such time as the ongoing review of the statutory offices is complete.

The Commission, at an *in camera* meeting, approved carryover of 70 hours of paid leave from FY 2022-23 for an employee.

The Commission, at an *in camera* meeting, approved a pre-commitment of funds for FY 2024-25 for the purpose of hosting the 2024 Parliamentary Visitor Services Association annual conference.

The Commission, at an *in camera* meeting, confirmed the salary of the Law Clerk and Parliamentary Counsel, at the equivalent of step 9 of the SL05 level of the Solicitor Pay Plan, plus the 1% wage differential, effective April 1, 2023. The Law and Parliamentary Counsel recused from the meeting for the discussion on this item.

The Commission, at an *in camera* meeting, confirmed application of the Executive Pay Plan Policy regarding the 1% wage differential to the salary of the Clerk of the House of Assembly. The Clerk recused from the meeting for the discussion on this item. The Clerk Assistant (A) acted as the Secretary to the Commission.

Adjournment: 2:31 p.m.

Hon. Derek Bennett
Speaker (Chair)

A handwritten signature in blue ink, appearing to read "Sandra Barnes". The signature is fluid and cursive, with a large initial "S" and a long, sweeping tail.

Sandra Barnes
Clerk of the House of Assembly/Secretary to the Commission

