

Jamaica Civil Service Association

# ANNUAL REPORT

2022-2023



104<sup>th</sup>

**Annual General Meeting**

*Persistent and Consistent Advocating for the Workers:  
Moving from surviving to thriving*



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# Jamaica Civil Service Association

## Annual Report 2022 - 2023

Presented  
to the

**104<sup>th</sup>**

### ***Annual General Meeting***

May 25-26, 2023

#### ***Theme***

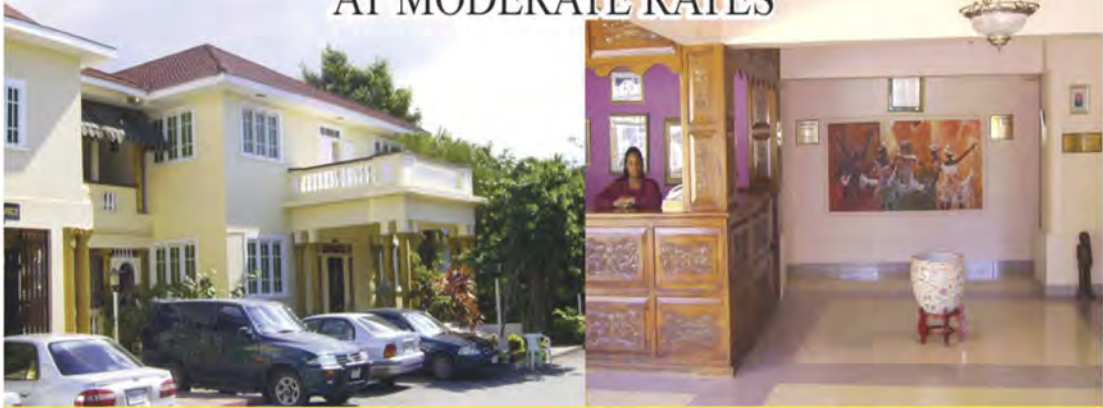
***Persistent and Consistent Advocating for the Workers:  
Moving from Surviving to Thriving***

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FROM STRAW TO STRAWBERRY  
A JOURNEY AND ITS ACHIEVEMENT  
IS THE HALLMARK OF THE PEOPLE THEN  
AND THE PEOPLE NOW....

Glen V. Bromfield

## *Mission Statement*

The Jamaica Civil Service Association seeks to uphold the highest qualities of professional service to the nation, through the guarantee of a highly trained workforce of competent and committed persons whose legitimate interest are safeguarded and affirmed through membership in the organization.

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## NOTICE OF 104<sup>TH</sup> ANNUAL GENERAL MEETING

The Opening Ceremony of the Jamaica Civil Service Association 104th Annual General Meeting will be held on Thursday May 25, 2023 at JACISERA Park, 31 Molynes Road, Kingston 10 and electronically via the Zoom Online Meeting Platform at 3:00 p.m. Please visit our website for registration: [www.jacisera.org](http://www.jacisera.org). Registration opens on April 11, 2023 and closes on May 24, 2023 at midnight.

The Business Session will be held on Friday May 26, 2023 at JACISERA Park, 31 Molynes Road, Kingston 10 at 10:00 a.m. :-

- 1) To discuss the ordinary business of the Association.
- 2) To present the Annual Report and Financials for the period 2022/2023.
- 3) To move any motions and resolutions coming out of the Annual General Meeting.
- 4) To discuss any other business of the Association.
- 5) To conduct the JCSA Election of Officers.

An electronic copy of the 2022-2023 Annual Report including the Notice of the 104th AGM and Financial Statements for the year ending November 31, 2022, will be made available on our website. Hard copies of the Annual Report will also be available free of cost at our Secretariat located at 10 Caledonia Ave, Kingston 5, after the AGM.

For further information on attendance, registration and the voting process, please contact our Secretariat at 876-968-7087

Signed: Tifonie Powell-Williams (Mrs.)  
General Secretary



# Jamaica Civil Service Association

## Notice of Grant of Poll

Notice is hereby given to members of the Jamaica Civil Service Association that a poll has been granted for the election of officers to the positions of **President and First Vice President**. The poll shall be on the **11th day of May 2023** in the rural parishes and on **26th day of May, 2023** at JACISERA Park and other voting locations below. The poll will be taken between the hours of **8:00 a.m. – 4:00 p.m.** at the undermentioned locations.

No.	Parish	Voting Location
<b>Rural Voting - May 11th, 2023</b>		
1	St. Thomas	St Thomas Eastern Electoral Office, 15 Church Street, Morant Bay
2	Portland	Portland Eastern Electoral Office, 6 Allan Ave, Port Antonio
3	St. Mary	NIS Office, 51 Stennett Street, Port Maria
4	St. Ann	EOJ Regional Office, 1 Wharf Street, St. Ann's Bay
5	St. Ann	St. Ann Western Electoral Office, 10 St. Hilda's Drive, Brown's Town
6	Trelawny	Trelawny Northern Electoral Office, 5 Cornwall Street, Falmouth (Upstairs Falmouth Post Office)
7	St. James	St. James Central Electoral Office, 13-14 St. Clavers Plaza, Montego Bay
8	St. James	EOJ Regional Office 3, Shop #26 & 27 Iconic Plaza, Catherine Hall, St. James
9	Hanover	Hanover Western Electoral Office, Room #4, Uptown Shopping Centre, Mosey Drive, Lucea
10	Westmoreland	Westmoreland Central Electoral Office, 44 Rose Street Savanna-la-mar
11	St. Elizabeth	St. Elizabeth North Eastern Electoral Office, Shop #8 Santa Cruz Oasis Plaza, Santa Cruz
12	St. Elizabeth	St. Elizabeth South Western Electoral Office, Shop 10 Chambers Plaza, Brigade Street, Black River
13	Manchester	EOJ Regional Office, #4, 3 Mandeville Plaza, Mandeville
14	Manchester	Manchester North Eastern Electoral Office, #18 & 26 Apple Tree Plaza, Main Street, Christiana
15	Clarendon	EOJ Regional Office, 8 Fearons Place, Unit #2, 48 Manchester Ave, May Pen
16	Clarendon	Clarendon North Western Electoral Office, Shop #3 Simpson's Atrium, Main Street, Frankfield
17	Clarendon	Clarendon South Eastern Electoral Office, Mineral Heights Plaza, 1a Sulphur Drive Mineral Heights
18	St. Catherine	St. Catherine North Western Electoral Office, 14 Fletchers Avenue, Linstead
19	St. Catherine	St. Catherine South Western Electoral Office, 6 South Street, Old Harbour
20	St. Catherine	St. Catherine Southern Electoral Office, Shop 21, Portmore Pines Plaza, Portmore
21	St. Catherine	Central Electoral Office, 74 Brunswick Ave, Spanish Town
22	St. Catherine	St. Catherine Eastern Electoral Office, 3-4 Spanish Village Plaza, Twickenham Park
<b>Corporate Area Voting - May 26th, 2023</b>		
20		Electoral Office of Jamaica, 30 Duke Street
21	Kingston & St. Andrew	Jamaica Civil Service Association, 10 Caledonia Avenue, Kingston 5
22		JACISERA Sports Complex, 31 Molyneux Road, Kingston 10
23		ECJ 16 Red Hills Road, Kingston 10
24		St. Andrew Eastern Electoral Office, Shop #9 Skyline Plaza, Papine, Kingston 8

The names of the candidates as they will appear on the ballots are:

- |                            |                             |
|----------------------------|-----------------------------|
| <u>PRESIDENT</u>           | <u>FIRST VICE PRESIDENT</u> |
| 1. Clarke-Griffiths, Techa | 1. Frater, Clarence         |
| 2. Corrodus, Gillian       | 2. James, Keisha            |
| 3. Byfield, Leo            |                             |
| 4. Lawrence-Jack, Onydeen  |                             |

Note: Messrs Kelvin Thomas and Alrington Roberts will assume the positions of Second and Third Vice President respectively. This is as a result of no other nominated candidate accepting nomination to contest for the positions.

Signed: Andrew Smith (Mr.)  
 Honorary Election Officer,  
 Electoral Office, 30 Duke Street



## AGENDA

### OPENING SESSION

Thursday May 25, 2023, at 3:00 P.M.

- |                                    |  |
|------------------------------------|--|
| Master of Ceremonies               | – Bro. Dave Noel Williams<br>Member, JCSA  |
| Call to Order                      | – Bro. O’Neil Grant, MBA<br>President, JCSA  |
| Reading of Convening Notice        | – Sis. Tifonie Powell-Williams<br>General Secretary, JCSA  |
| Invocation                         | – Superintendent “A” Leslie Campbell<br>Minister of Religion   |
| Welcome/Introduction/<br>Apologies | – Bro. O’Neil Grant, MBA   |
| Greetings                          | – Ambassador Douglas Saunders OJ, CD<br>Cabinet Secretary<br><br>– Helene Davis-Whyte<br>President, Jamaica Confederation of<br>Trade Unions |
| Declaration of Official Opening    | – Dr. The Hon. Nigel Clarke, MP<br>Minister of Finance and the<br>Public Service   |
| Soloist                            | – Bro. Yasmin Williams   |
| President’s Address                | – Bro. O’Neil Grant, MBA   |
| Keynote Address                    | – The Most Hon. Andrew Holness<br>ON, PC, MP<br>Prime Minister   |
| Presentation of<br>General Council | – Bro. O’Neil Grant, MBA   |

- Presentation of Awards – Bro. Dave Noel Williams
- Tribute – JCSA Centenary Choir
- Vote of Thanks – Bro. Raymond Poyser  
Executive Committee Member
- Benediction – Superintendent “A” Leslie Campbell  
Minister of Religion

### **National Anthem**

### **Adjournment**

### **BUSINESS SESSION:**

**Friday May 26, 2023, at 10:00 A.M.**

Resumption

Prayer

Plenary Session

Lunch

Confirmation of Minutes (103<sup>rd</sup> AGM)

Matter Arising

Presentation of Annual Report

Financial Statement

Motions/Resolutions

Awards of Honoraria

New and other Business

Appointment of Auditors

Declaration of Officers

Termination

## **MESSAGE FROM His Excellency The Governor-General The Most Hon. Sir Patrick Allen ON, GCMG, CD, KST.J**

Dear Esteemed Civil Servants,

It is with great pleasure and immense gratitude that I address you today, as you celebrate your 104th AGM. This annual event is a momentous occasion to honour and recognize the unwavering dedication, hard work, and vital contributions of our Civil Servants, for the betterment of our nation.

First and foremost, I extend my heartfelt congratulations to each and every one of you for your commendable service. Your unwavering commitment to the betterment of our society is truly inspiring. As the backbone of our nation, many of you continue to demonstrate integrity, professionalism, and selflessness in your service.

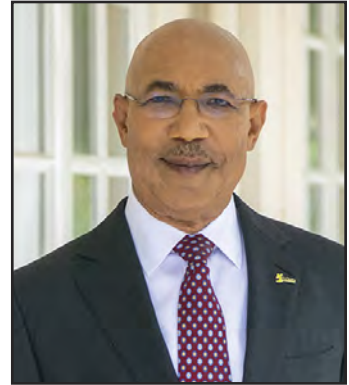
Your collective efforts have made a significant impact on the lives of our citizens, creating an environment in which our people can thrive and prosper. You have improved the delivery of public services, making them more accessible, efficient, and responsive to the needs of our population.

However, as much as we celebrate your successes I also challenge you to strive for even greater heights. The world we live in is ever-changing, and our nation faces new challenges and opportunities daily. To continue meeting these challenges head-on, we must constantly evolve, adapt, and grow.

Therefore, I call upon you, to be the agents of positive change in our nation. Embrace innovation, adapt to new technologies, and always be willing to learn and grow. Be proactive in identifying areas where we can improve and be open to new ideas and perspectives.

Collaborate across departments and agencies, harnessing the wealth of knowledge and experience that exist within our Civil Service. In this way you will drive our nation forward and ensure that we remain a shining example of progress and prosperity.

In conclusion, I extend my deepest gratitude for your selfless service and commend you on your dedication to our country. I have no doubt that, with your continued commitment and passion, we will achieve even greater things in the years to come.



## MESSAGE FROM

### The Prime Minister

### The Most Hon. Andrew Holness, ON, PC, MP

The Jamaica Civil Service Association (JCSA) represents over 100,000 civil servants whose work is critical to the functioning of the public sector and I am pleased to extend hearty greetings to the JCSA as it convenes its 104th Annual General Meeting.

Our public and civil servants work diligently to support the comprehensive advancement and development of our great nation. The Government and people of Jamaica are sincerely grateful for their immeasurable and demonstrated commitment to the realization of the vision for Jamaica to be a thriving, modern democracy delivering a wholesome quality of life for each of our citizens.



Indeed, despite the economic and structural evolution of our society, labour remains an essential pillar to Jamaica's growth and development. Public servants have performed admirably with regard to operationalizing policies and programmes critical to the success of our economy.

Since 1992 the Government has reserved a week to celebrate the outstanding work and dedication of the members of the Jamaica civil service. During this period, we are proud to acknowledge the dedication and resilience shown by our public servants. We appreciate the challenges presented by numerous areas of constraint and remain deeply grateful to our civil servants who have demonstrated great tenacity in maneuvering challenging situations including those caused by resource constraints, geopolitical conflict and supply chain disruption among others.

As the Association innovates, transforms, and grows, I know it is mindful of the importance of quality, efficiency and productivity and recognizes its instrumental role as an engine that supports the success of all other sectors.

An agile, neutral, and focused public sector is of paramount importance to our democracy, and it is essential that the public agrees that the sector operates with the highest level of integrity and trustworthiness, acting always in the interest of our stakeholders.

Our success as a country is heavily reliant on having a responsive public sector committed to the stated imperative of making Jamaica the place of choice to live, work, raise families, do business, and as I like to add, retire in paradise.

After 104 years of valuable work and unrelenting service to the Jamaican public, I encourage the JCSA to continue to uphold the highest standards of professional service to the nation, by reaffirming your commitment to delivering the best service and creating opportunities for personal fulfillment and professional actualization.

I wish for all members of the Jamaica Civil Service Association the very best as you mark this milestone.

## **MESSAGE FROM The Leader of the Opposition Hon. Mark Golding, MP**

It is an honour to provide this message to the officers and members of the Jamaica Civil Service Association (JCSA) on the occasion of its 104th Annual General Meeting, which is being held under the continued theme, “Persistent and Consistent, Advocating for the Worker: Moving from Surviving to Thriving”.

Public sector workers, including civil servants, are the backbone of our system of governance, playing a vital role in our economy and the overall society. Our civil servants undertake the operations of Government, providing the daily services across a broad range of sectors, whether as Secretaries, Project Managers, Administrative and Ancillary Staff, and so much more. For their work and sacrifice on behalf of the people of Jamaica, they deserve the best compensation and working conditions that the State can afford.

The JCSA is an important national organisation with over 30,000 members. Since 1903, its mandate has been dedicated to improving the standards of the social and economic conditions of its members in the public service. Through persistent advocacy and steadfast representation, the JCSA has been effective in strengthening the sector and bringing improvements from which thousands of civil servants have benefited.

I am truly grateful to all our employees in the civil service who dedicate their time, talents and effort in the noble pursuit of national development. I hail the JCSA for championing the cause of workers in the public service for over 100 years.

For some time the JCSA has, in solidarity with the other workers’ unions in the public sector, advocated for a comprehensive public sector compensation review to modernise and transform the system into one which is coherent, competitive and equitable. This has led to the Government implementing the recent major restructuring of the system of public sector compensation, a process which has proved controversial and very challenging to all involved.

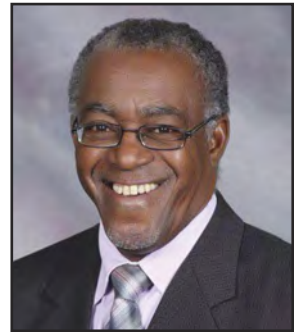
Since its initial announcement, I have repeatedly urged the Government to ensure that the implementation of this important reform embodies the principle of equity in the allocation of resources across all categories of public sector employees, and that it embraces ongoing, fulsome and authentic consultations with the JCSA and other employee representatives. I use this opportunity to repeat that call, as I am aware that there are public sector employees who are dissatisfied and demoralised by what has transpired as they do not feel that their interests have been adequately and fairly addressed in the reform.

May God continue to bless the JCSA as you continue to advocate for your members’ interests.



## MESSAGE FROM Jamaica Government Pensioners Association

I take very great pleasure to be able to extend heartiest congratulations and best wishes once more from the Jamaica Government Pensioners Association (JGPA) on this occasion when you host your 104th Annual General Meeting.



We note that your theme this year, “Persistent and Consistent, Advocating for the Worker: Moving from Surviving to Thriving”, continues your focus on the worker and on your striving to enhance his/her condition. We wholeheartedly commend you on the significant strides you have made over the years, particularly in recent times confronting and surviving the challenges of the Covid-19 pandemic, and more recently the difficulties and uncertainties in seeking to manoeuvre “uncharted waters”, cushioning the various negative impacts of changes on public sector workers throughout the country – with representation “par excellence”. This has been a result of the strong tradition of advocacy that your organisation has displayed for over a century!

Your hard work is evidenced by your achievements in offering a myriad of benefits to your members through the Jamaica Mutual Thrift Society; the Jamaica Civil Service Housing Co Ltd – providing housing solutions for many; the Fitness and Wellness Centre - enabling staff recreation and promoting good health; and the Motor Vehicle Help Desk - assisting in the importation of motor vehicles for public sector workers.

We are cognizant that the road ahead may not be easy and that “the times they’re a-changing”, but we are sure that with consistency and persistence, and with focus on the objective, the goal will be realised.

The JGPA remains committed to interfacing with your organization as you strive to maintain professionalism, excellence and a high standard of service to all public service workers toward the goal common to both the JCSA and the JGPA – the improvement of the general welfare of those whom we serve – pensioners and workers: socially, economically, psychologically and otherwise.

We extend once again our usual invitation to your membership to become members of the JGPA on their retirement. As I move on to the next stage, I wish on my own behalf, to express my sincere gratitude for the support received from the JCSA over the last six (6) years, and I am confident that your support for my successor will be no less.

May God continue to bless the Executive, staff and members of the Jamaica Civil Service Association (JCSA) and we pray for a very successful and productive Annual General Meeting and that you will continue, in your relentless efforts, on the course of building our beloved country for the benefit of us all.

Johnathan Brown, BH (M)  
President, Jamaica Government Pensioners Association

## **MESSAGE FROM Public Service Union of Belize**

Fraternal Greetings from the Public Service Union of Belize!

Officers and Members of the Public Service Union of Belize (PSUB) take much pleasure in saluting the Jamaica Civil Service Association (JCSA) on the occasion of their 104th Annual General Meeting.

The Public Service Union of Belize is honoured to convey our message of solidarity and support to you on the occasion of your 104th Annual General Meeting.

The theme of this year's meeting is an important reminder of the challenges and struggles faced by workers everywhere, particularly during these unprecedented times. It also emphasizes the crucial role played by the JCSA in advocating for the rights and interests of civil servants in Jamaica.

As we navigate the ongoing pandemic and its economic repercussions, it is essential that we continue to work together to create a better and more just society for all. The JCSA has been a powerful voice for workers' rights, and we commend your persistent and consistent efforts in advocating for fair treatment, improved working conditions, and better wages.

We urge all members of the JCSA to remain steadfast in their commitment to advancing the welfare of workers in Jamaica and to continue to pursue the goals of the Association with passion, dedication, and resilience.

On behalf of the Public Service Union of Belize, we extend our warmest wishes for a successful and productive 104th Annual General Meeting, and for years to come!

Solidarity Forever!

Respectfully,

Trisha Perez (Ms.)  
Secretary General  
Public Service Union of Belize

## **MESSAGE FROM St. Vincent and the Grenadines Public Service Union**

On behalf of St. Vincent and the Grenadines Public Service Union Executive and membership, we extend warm congratulations to the Executive and members of the Jamaica Civil Service Association (JCSA) as you plan the 104th Annual General Meeting (AGM) over the period May 25-26, 2023, under the continued theme “Persistent and Consistent, Advocating for the worker, Moving from surviving to thriving.”

The theme for the AGM is appropriate as Trade Unions face multiple challenges, as they navigate the way forward. In this era, we are forced to re-tool and redirect our efforts to fulfill our mandate. Surrounded by a deep crisis, Trade Unionists must utilize their analytical skills to critically scrutinize situations that influence the Union’s ability to put plans in place that are beneficial to all workers.

Globally, things are drastically changing thus, Trade Unions must intensify their efforts to remain relevant and to maintain a high reputation. We are cognizant that conditions may change but, with a mindset to persevere, we can overcome the odds. Moreover, keeping an organization on track in a changing world requires noble information, keen awareness, and careful analysis.

In this 21st Century, it is critical for trade unions to be persistent and consistent in championing the cause of workers as we transition from simply surviving to prosperity and growth as professional organizations. You have achieved a significant milestone, and I am certain you are very proud of the accomplishment as the organization continues to make steady progress in this chaotic world.

Over the years, Trade Unions have developed and maintained sound track records of advocacy and representation to public servants, who have contributed immensely to nation-building. Amidst the multiple set-backs, you have persevered as you are devoted to providing quality service to your members.

We have not simply survived but have adapted to challenges as we champion the cause of the working class. We are pleased that you have remained committed to our mandate as a trade union and continue to act on behalf of all members for a sustainable society.

We wish to applaud the JCSA on its achievements and we hope that the AGM will produce positive recommendations for practical achievements.

Warm regards,  
Shelly-Ann Alexander-Ross  
General Secretary  
St. Vincent and the Grenadines Public Service Union



## PRESIDENT'S MESSAGE

When I started this journey 12 years ago, I did not know where it would lead and how it would impact me and the lives of my fellow public officers. My only and full intent was to build on what my forebears created and set in place new plans for the JCSA's short, medium, and long-term sustainability. I prepared myself by reading every Annual Report available over our 104-year history and examined our current realities in the context of a series of crises impacting the fiscal space of the country. I had long and deep conversations with Past Presidents and Officers of the JCSA and my Senior Trade Union colleagues such as the Late Lloyd Goodleigh, to ensure I was seized of the realities of leading the JCSA.

I came to the presidency in June 2011 when we were going through wage freezes and wage restraints and for a significant period of that time, we saw no meaningful adjustment in compensation except for the year we signed an adjustment of 16% over 4 years. This was the time the Government said it needed to study compensation in the public sector and devise policies to make compensation more equitable, simple and transparent, while at the same time looking after the expectations of government workers that their long sojourn in the wilderness of low wages will be satiated by better wages ... *"everyone will be better off"*.

In 2022, on the back of those expectations, we started what would become the most tumultuous time of my 12 years' presidency, where the weight of expectations was heavy on my shoulders. It called for a strong work ethic and strategic positioning by the leadership of the JCSA, led by me, to grapple with the worst outcomes possible for any change process; the



heightened objection to the outcomes of the change.

Phase 1 of the compensation restructuring proved what the JCSA warned about in my messages from 2019 to 2022, when we stressed that communication will be critical to the acceptance of the policy change. The Government over time, has been notoriously weak at managing the change process due to its failure to properly communicate with the workers. We, as a union, had to step in time and time again to fill that communication void and were oftentimes seen as the owner of the policy change, notwithstanding our insistence that we were the workers' advocate and strategic partner to the Government, not its mouthpiece. The Government's own change management process was ignored or poorly implemented, in large part due to the weaknesses in effective communication, and we were left to be the main channel through which members were able to get information and share their concerns.

This change in GoJ policy in how employees are compensated, saw significant missteps

starting from the cessation of all reclassification exercises, which meant that some workers would start their alignment lower than they ought to. We also saw where the government's strategy became overly focused on the issue of the removal of benefits and allowances that were activity based rather than looking at all those that were fixed, regardless of the level of activity. The full and proper evaluation of jobs would have seen workers being placed at their proper alignment which would have been helped if the GoJ did not stop the implementation of reclassifications. This led to mass dissatisfaction among workers and frustration among management. The anticipation is that Phase 2 would see this aspect (Job Evaluation) being done but that will be 2 years too late for most of these workers.

We have seen other missteps and we lament that enough was not done to treat the psychological impact of the change, especially for travelling officers who were going home with more in terms of total compensation, but were left to mourn the loss of a significant non-taxable portion of their salary, without the commensurate adjustment in taxation policy to lessen the impact of this policy change. It was the guile of the JCSA in advocating for not 15, not 17.5 but a 20 percent increase in *net pay*, to mitigate the impact of paying more income taxes.

Contract workers who execute similar functions as their appointed colleagues, were dealt a serious blow when the GoJ policy directives left them out of the compensation restructuring, deepening the vagaries of employment under fixed term contracts in the public sector. We welcome the move to fix this but lament the fact that the Government chose to exclude the contractually employed public officers.

Whilst we focused on the weaknesses of the compensation restructuring, there are some wins we are thankful for: improved health benefits for workers; better pension arrangements; enhanced leave arrangements in the Public Sector; serious attention to revamping the GoJ Contract workers policy; development of an OSH policy for the Public Sector; and a sexual harassment policy for the Public Sector.

We still need to look at improving the post-retirement care of public officers, finalisation of the reform of the Public Service Regulations, with more focus on the young people in the Public Sector through training and development. On this note, I want to thank the Minister of Finance, Dr. The Honourable Nigel Clarke, for acting on our conversation regarding the training of experts in the Public Sector by creating the Marcus Garvey Scholarship. The JCSA is looking forward to the implementation of the Public Sector Learning Framework and the elevation of the Management Institute for National Development (MIND) to a Centre of Excellence, to control and manage the National Public Sector Training Budget and programmes.

My tenure as President has been marked by a significant uplifting of the public facing image of the JCSA and a deepening of the relevance of the JCSA in public administration. While we have looked externally at the Public Sector, the JCSA's internal transformation has significantly improved the agility of the organisation to respond to our members' needs and have created an institution that is ensuring that we are responding and responsive to the changes in the public sector environment.

As public officers, we have come far from where we were in 2011. Our expectations are great and the demand for more has reached a

crescendo. We have not reached where we need to be to attract and retain the best talent in the public sector, as wages are still relatively low at the middle and top of the public sector. This had led to MDA staff agitating for more than what the compensation restructuring has delivered so far, placing us in the second quartile of the market i.e., where no more than 50% of the jobs in the market pay better than the public sector. The goal is to reach where no more than 25% of the jobs in the market pay better than the public sector or the 3<sup>rd</sup> quartile.

As I conclude this, my final message as President of the JCSA, I have ensured that I am finishing strongly to hand off the baton to my successor. This will see a historic change in the JCSA because I am very certain that the next President will be a woman. The first woman President in our 104-year history.

Our recurring theme for the past 4 years has been ***“Moving from Surviving to Thriving”***. We are still in survival mode as we navigate the outcomes of the compensation restructuring; however, my tenure has made significant strides in moving us away from merely surviving. It is now the mission of my successor to take us to ***thriving***.

O’Neil W. Grant, MBA  
JCSA President

## THE JCSA TEAM

### Officer Corp



From L-R Kelvin Thomas (Second Vice President), Melaini Mullings-Arnold (Honorary Treasurer), O’Neil Grant (President), Techa Clarke-Griffiths (First Vice President), Clarence Frater (Third Vice President)

### Executive Committee



From L-R (front) Kelvin Thomas, Melaini Mullings-Arnold, O’Neil Grant, Techa Clarke-Griffiths, Clarence Frater. Second row: Sandra Brown, Geraldine Miles, Robert Chung, Kevin Cornwall Ann Marie Campbell Bell, Camille Buford, Rhonda Pryce, Maud Chambers. Last row: Alrington Roberts, Nikhail Campbell, Michael Thompson, Patricia Jackson, Geoffrey Marshall and Raymond Poyser.

## Secretariat Staff



Junior Latibeaudiere, Shanna Dee McDonald, Kadia Green-Blair, Nadine Robinson, Helen Hutchinson-Mason, Patrice Porter, Mikayla Mullings, Tifonie Powell-Williams, Shamyca McKenzie, O’Neil Grant, Debrett Brown, Howard Hutchinson, Crystal Lee-Brown, Carlos Berry, Nayota Simms, O’Dane Findlayson, Claudette Walcott, Michelle Williamson, Joy Tucker-Harriott, George Thorpe, Michael Dixon, Shanee Grant.

JACISERA Park Team: Fabio Johnson, Radcliffe Anderson, Nicole Johnson and Natalie Reid-Phillips

## Regional Staff



Western Region: Dellaceta Drummond, Janet Plummer, Brianna Harvey and Taneisha Minzie

South Central Region: Natasha Wright-Rankine, Romario Johnson, Alecia Pusey

North-East Region: Marilyn Hines

## GENERAL SECRETARY'S OVERVIEW

In his song “Wake up and Live”, the legendary Robert Nesta Marley said, *“Life is one big road with lots of signs ... don't bury your thoughts; put your vision to reality”*.

For 104 years, the Jamaica Civil Service Association (JCSA) has actualized our vision of being the premier member service organization in the Caribbean with persistence, consistency and passion. We have risen to meet the challenges within the Public Sector and have capitalized on the many opportunities to improve the standards of public services in Jamaica, through dialogue and collective bargaining to advance the rights and interests of workers.



Our strategy in navigating that path of turning our vision into reality, was a game changer that involved fostering relationships with key stakeholders that are future-oriented and not just at ease with how things have been historically.

Our achievements, particularly over the past 12 years, are as a result of our consistent pattern of building on the legacy of our forebears, to improve the lives of our members and potential members

Recall that in 2019, the Annual General Meeting approved an increase in subscription, with plans for the implementation of additional benefits for members as well as to strengthen our core functions - Industrial Relations, Member Services, Communication, Administration and Finance. This has resulted in not only having contact with our membership and increasing reach, but also led to improvements to JACISERA Park - the renovation of our auditorium, the establishment of our Fitness and Wellness Centre, our Motor Vehicle Help Desk and the establishment of our Mini mart through our differentiation strategy.

We pride ourselves on being committed to our mission which is embedded in providing quality service to our members.

As such, over the past 3 years, we have embarked, and will continue, on a journey to improve our service delivery by focusing on:

- *Enhancing our members' experience through improved access to JCSA services*
- *Operational Efficiency*
- *Fostering employee engagement*
- *Revenue enhancement*

The strength of our leadership and our community has been essential in maneuvering through the challenges which have presented themselves throughout the year. Despite these challenges, the mandate given by the membership to build on the legacy has intensified our involvement in wide-ranging areas that have shown positive results to include the strengthening of our Industrial Relations Unit. We have now expanded our service to having an Industrial Relations Officer assigned in each region to better serve our members. We have also made improvements to our Centenary Garden to allow members to have a place to relax.

In keeping with the aims and objectives outlined in the JCSA's Constitution, Rules and Regulations, we have made an indelible mark on the psyche of public sector workers. Our purpose has enabled us to persist through every course, and has served to build resilience in our operations in meeting the growing demands and expectations of our diverse membership.

This past year, we focused on the public sector compensation restructuring. We continue to be in constant dialogue with the Ministry of Finance and the Public Service, (MoFPS) to ensure that workers receive the reward that they justly deserve, for their dedication to the public sector.

To strengthen our service to our members, our staffing has increased by 5 this year. We've added two new colleagues to our Member Services Team to further increase the quality of service we offer to our members, and an additional member to our Industrial Relations Team, so that we can better address members' issues within the workplace.

We have also established a Public Relations and Communications Unit (PR&C) and promoted a staff member as Manager, to optimize our communications machinery with new staff in the Office of the President.

Indeed, our JCSA has responded to an ever-changing public sector environment with incredible fortitude, tenacity and compassion that is innate to us. We continue to do ordinary things in an extraordinary way!

This Annual Report will go into detail about the work that the JCSA has undertaken in the past administrative year and the work we will continue to do, as we move from surviving to **thriving**, growing from strength to strength.

Brothers and Sisters, friends, a lot has been achieved and it could not have been done without you, our valued members. Thank you!

**Tifonie Powell-Williams**  
**General Secretary**

## REPORTS

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### General Council Retreat

The General Council, consisting of one hundred and twenty-three (123) members, participated in the General Council Retreat held over the period June 9 -11, 2022, at the Holiday Inn Sunspree Resort, Montego Bay, St. James. The Retreat was held under the theme: “Engaging with the New Public Sector Paradigm.” This has become a standard feature each year and is used as a basis of orientation and re-orientation of our General Council.

The Retreat is also an opportunity to promote team dynamics, while also meeting the specific set of desired outcomes. The programme was designed to take a more strategic view of the Association’s direction, with the aim of identifying the key priorities for the year and developing plans for achieving them. The strategic priorities are:

- improved access to JCSA services
- improve operational efficiency and service delivery
- improve people and performance management for results
- to optimize financial performance

To increase the knowledge base of our General Council, we shared information through presentations and discussions on the following:

- Roles & Responsibilities of Departmental Representatives
- New Performance Management and Appraisal System

- Applications of the ILO Conventions 151, 154 and Recommendations 159 & 163
- Emerging demands on Trade Union representatives in periods of change
- Public Sector Learning Framework
- Roles & Functions of the Secretariat
- JCSA’s Committee & Volunteerism Structure

The General Council elected the Executive Committee for the year 2022-2023 and approved those who will serve as volunteers for the various committees, sectors, and boards.

The Council appreciated the time taken to provide them with the information and widen their knowledge, so that they are better able to represent their constituents.

### Administration and Human Resources Unit

The Administration and Human Resources Unit’s strategic priority this period was to have improved access to JCSA services. We were able to achieve the following as outlined in the following table

#### Contractual Agreements

The contractual agreement with Brothers Junior Lattibeaudiere and Michael Dixon came to an end on November 30th, 2022 and February 17, 2023, respectively and were renewed.



Strategic Objective	Date	Activity	Outcome
<i>To improve the JCSA contact with membership through increased visibility</i>	January 2022	Parish Chapter Annual General Meetings	14 Chapter Chairs and their Executive Elected – 100% complete.
	February 2022 – April 2023	Departmental Representative Meetings	120 Departmental Representatives elected 66 Female/54 Male during the period April 2022 – February 2023. The Representatives will serve for a period of two (2) years.
<b>Secretariat Strengthening - New Team Members</b>	July 2022	Hiring New Team Members	IR Services expanded to include one (1) new member of staff
	November 2022 /December 2022	Hiring New Team Members	Public Relations and Communications Unit, expanded to include one (1) PR& Communication Manager Employment of three (3) Administrative Assistants
	December 2022	Hiring New Team Members	Accounts unit expanded with one (1) Accounting Clerk
	February 2023	Hiring New Team Members	Employment of two (2) Member Services Officers and one (1) Data Processing Officer

Strategic Objective	Date	Activity	Outcome
<b>Secretariat Strengthening - Strengthen Regional Office</b>		Hiring New Team Members	90% completion of the hiring of: Three (3) Regional Administrators supported by First Impression Officers and IR Officers for the South Central Office. Additional Two (2) IR Officers to be employed for the Western and North East Offices
<b>Secretariat Strengthening - Chapters</b>		Quarterly Meetings by regions, Executive and Parish Chapters quarterly meetings	Full participation of the Chapter Chairs and Executive Members

#### **New Members of Staff**

In keeping with our strategic plan to fully staff our offices with the required personnel in order to improve our efficiency and effectiveness to members, we welcome on board:

- Sis Debrett Brown - Administrative Assistant, General Secretary's Office
- Sis Mikhalia Mullings - Administrative Assistant, Administration & HR Unit
- Sis Shamyca McKenzie - Data Processing Officer, Member Service Unit
- Sis Shaneka Walker - Administrative Assistant, General Secretary's Office

#### **Promotions**

- Sis Denisha Smith - Member Services Officer
- Sis Natoya Simms - Member Services Officer
- Bro Carlos Berry - Member Services Officers
- Sis Helen Hutchinson-Mason - Public Relations and Communications Manager (effective December 1st, 2022)

#### **Temporary Assignment**

Debrett Brown - Executive Assistant to the President

#### **The following positions were renamed:**

- Accountant to *Manager – Accounts*
- Public Relations Officer to *Public Relations and Communications Officer*
- Administration Coordinator to *Administration and Human Resource Manager*

We wish our team members all the very best in their new roles and welcome our new team members and look forward to a very productive working relationship.

#### **Staff engagements**

During the administrative year, we continued our efforts to empower and motivate our most valued asset, our team members. All team members are knowledgeable and fully understand their role and responsibility in helping the Association to achieve its strategic objectives.

Two team building exercises occurred:

1. Mystic Mountain Eco-Adventure Park on October 17, 2022 and
2. Our first JCSA Staff Sports Day, held on October 28, 2022 at JACISERA Park. Special thanks to Brother Alrington Roberts and Sister Stephanie McGregor who acted as judges and to Brother Carter who came to support the teams.

Our usual Christmas Pixie Party was held on December 16, 2022 at the Waterfalls Nightclub in Liguanea, Kingston. Our Staff Pre-Valentine's Day celebration took place on February 10, 2023.

All events were well supported.

### **Training and Development**

In continuing with the training and development of our team members, three (3) staff members were selected to pursue the Professional Certificate in Industrial Relations course. As we seek to build the communication capacity of our team, a customized Public Speaking programme was developed to train our team members in the following units:

- Member Services
- Industrial Relations
- Public Relations & Communications
- Regional Administrators
- Managers

### **Resignations**

Resignations were received as follows:

- Sis Racquel Stephenson, Administrative Assistant - effective September 1st, 2022
- Sis Candice Dennis, Administration Assistant - effective October 3rd, 2022

- Sis Samantha Taylor, Help Desk Clerk - effective October 3rd, 2022
- Sis Mellissa Woolcock, Member Service Officer - effective August 29, 2022

We thank our former team members for their years of service and wish them all the very best.

### **Disciplinary Hearing**

A disciplinary hearing was conducted re an altercation between two team members. The team members were both issued warning letters as ruled by the Panel.

### **Infrastructure Upgrades**

The retrofitting of space of the PR & C Unit commenced on October 26, 2022, with a completion date of November 11, 2022. The JACISERA Park Auditorium is also being reconstructed.

### **Negotiation workshop**

Two sessions of the Negotiation Workshop were held online during the months of February and March 2023, which were very educational and informative. Special thanks to our presenter Brother Robert Chung, former 1st Vice President and Member of the Executive and the National Staff Relations Council.

### **JCSA Town Hall Meeting**

The first set of Town Hall Meetings under the theme "*The Next Phase of the Compensation Restructuring Exercise*" were held in two zones: North east Region and South Central Region in November 2022 and February 2023.

### **Congratulations**

Congratulations to our Sisters Shanee Grant (Public Relations Officer) and Shanna-Dee McDonald (First Impression Officer) on the birth

of their beautiful baby girl and baby boy respectively. Both mothers and babies are doing well.

### **Get Well Soon**

Our team member Sister Barbara Haughton, Office Attendant met in an accident in December 2022 where her right leg was broken. We pray for healing and wish for her a speedy recovery and look forward to welcoming her back in office.

### **Condolences**

We would like to express our deepest condolences to our members who lost family.

- 1st Vice President Sister Techa Clarke-Griffiths on the passing of her mother
- Sister Marlene Knight, Departmental Representative – Jamaica Fire Brigade on the passing of her mother

The JCSA also mourns the loss of the following members and express our heartfelt condolences to their family and friends:

- Our former Departmental Representative Sister Kenesha Williams-Splatt of the Ministry of Education, Youth and Information
- Sister Marcia Wentt Hyman, formerly of the Department of Co-operative and Friendly Societies
- Mr. Charles Jones, former Chief Personnel Officer in the office of the Services Commission
- Brother Neville Atkinson, Former Departmental Representative - Ministry of Economic Growth and Job Creation

We continue to serve our members with effective and efficient service in accordance with our mission statement and stated work plans.

### **Member Services Unit**

The Member Services Unit is the first point of contact for visitors to the Secretariat. The Unit's role is to guide and assist callers and visitors to the Secretariat, to anticipate their needs, to provide resolution or to direct them to the relevant officer. We are guided by our Mission Statement which states in part, "The Jamaica Civil Service Association seeks to uphold the highest qualities of professional service to the nation".

### **Strengths**

#### **• Staff**

Throughout 2022, staff members received training in Customer Service and Business and Personal Etiquette, allowing us to further hone our knowledge and skills enabling the delivery of professional and courteous service.

### **Challenges**

#### **• Late subscriptions**

Delayed receipt of subscriptions continues to be a challenge for the Unit as this impacts the confirmation of our membership. We continue to encourage Ministries, Departments and Agencies to submit the membership listing in a timely manner.

#### **• Request for Resignation**

The Compensation Restructuring exercise brought with it numerous requests for termination of membership. Membership is the lifeblood of the Association therefore we had to strengthen our retention efforts. We used the opportunity to remind members of the many benefits of membership and encouraged them to take advantage.

### **Opportunities**

#### **• Membership growth**

The opportunity to increase our membership

is one that we actively pursue through avenues such as Presentations and Desk for a Day. These activities allow us the opportunity to engage prospective members, increase the visibility of the JCSA and introduce the benefits of membership.

Through active promotion of our benefits, we will continue to attract and retain our members.

**Threats**

- **Union busting tactics**

We are still experiencing Union busting tactics from a small number of officers or MDAs who delay the processing applications from prospective members.

**Election of Officers**

Election of officers for the positions of 1<sup>st</sup> and 3<sup>rd</sup> Vice President, was conducted over a three-day period May 16-18, 2022, for rural parishes and May 25-27, 2022, for Kingston and St. Andrew.

The Voter’s List was prepared by the members of the Unit and the Electoral Office of Jamaica provided support at the various polling stations.

**Member ID cards**

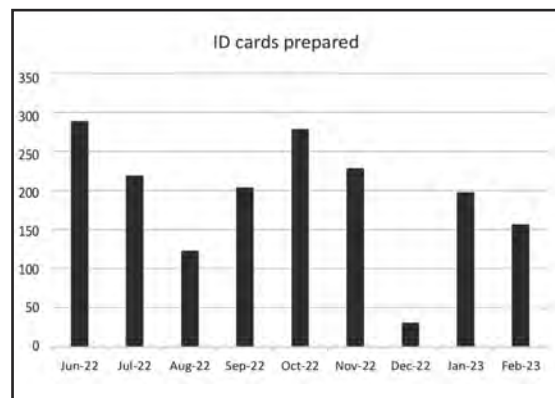
During the period, we traveled to several ministries, departments and agencies and generated ID cards on the spot. We also accepted requests for ID cards electronically via WhatsApp or Email.

Members provided a passport sized picture, their last payslip and signature for the ID card to be generated. The physical cards were then made available for collection at the Secretariat or at our Regional Offices.

A total of 1,729 ID cards were generated over the period, allowing members to proudly display their membership in the Association. They will now be able to gain access to our many benefits, especially the discount providers.

June and October 2022 recorded the highest number of ID card preparations for the period. The decline in December is attributed to staff being out on leave.

ID cards prepared monthly	
Month	Amount
June 22	289
July 22	219
Aug 22	123
Sept 22	204
Oct 22	279
Nov 22	229
Dec 22	31
Jan 23	198
Feb 23	157
<b>Total</b>	<b>1,729</b>



**Membership Growth**

Month	New Applications	Confirmed Members
Jun-22	367	147
Jul-22	274	251
Aug-22	216	142
Sep-22	283	199
Oct-22	176	117
Nov-22	176	226
Dec-22	157	166
Jan-23	117	260
Feb-23	168	171
<b>Total</b>	<b>2,301</b>	<b>1,679</b>

**New Membership**

The rate of confirmation of memberships each month is subject to the rate of processing of membership applications by the MDAs. The high number of applications processed in June

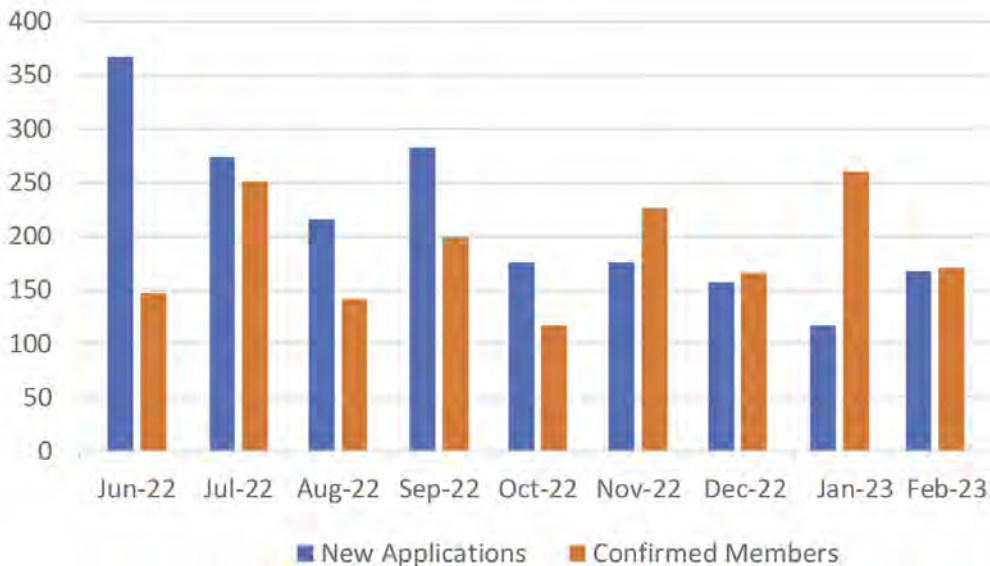
2022 was due to engagements with the membership by our President and Officers in the previous months. We reaped the fruits of those applications in the month of July 2022. January 2023 showed the highest percentage of confirmation of members for the period.

**New Revenue from Membership**

Projected Revenue for June 2022 accounted for 29.02% of the total revenue for the period. This would have been based on the high number of applications for membership received in that month. Actual Revenue in July 2022 accounted for 33.28% of the revenue for the period as a large number of confirmations resulted from the applications received in the previous month.

The quarter December 2022 – February 2023 saw an unprecedented 210 resignation requests being submitted to the Association. Some members expressed discontent with the outcome of the Compensation Restructuring

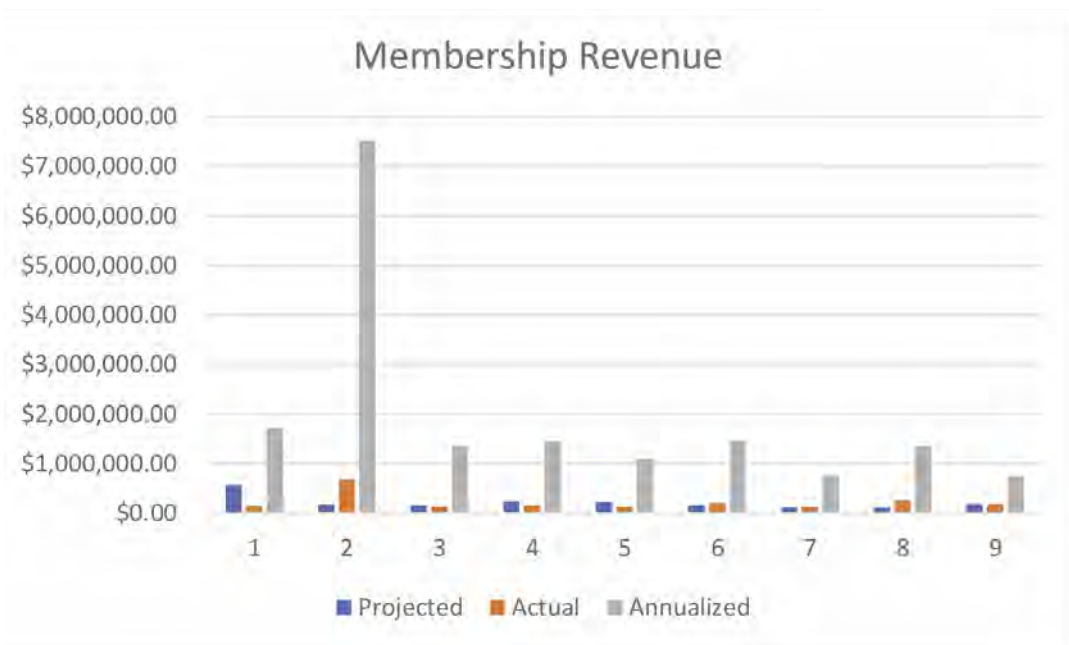
**Membership**



and chose to sever ties with the Association. We were able to retain members with the assurance that we continue to look after their legitimate interests. Regrettably we processed 87 of the

requests presented for the quarter. Overall requests for the year was 278 and of this number 48.20% was processed.

Month	Projected	Actual	Annualized
Jun-22	\$568,784.20	\$142,750.28	\$1,713,003.36
Jul-22	\$177,429.04	\$683,294.64	\$7,516,241.04
Aug-22	\$164,984.56	\$135,858.00	\$1,358,580.00
Sep-22	\$234,981.20	\$160,333.90	\$1,443,005.10
Oct-22	\$221,874.27	\$136,971.50	\$1,095,772.00
Nov-22	\$160,795.52	\$209,923.47	\$1,469,464.29
Dec-22	\$113,767.57	\$126,613.57	\$759,681.42
Jan-23	\$122,019.69	\$270,842.23	\$1,354,211.15
Feb-23	\$195,225.44	\$186,453.51	\$745,814.04
<b>Total</b>	<b>\$1,959,861.49</b>	<b>\$2,053,041.10</b>	<b>\$17,455,772.40</b>



<b>Resignation Requests</b>			
<b>Month of Request</b>	<b>Requests</b>	<b>Processed requests</b>	<b>Annual dollar value</b>
<b>Jun-22</b>	6	6	\$115,601.76
<b>Jul-22</b>	15	10	\$186,302.04
<b>Aug-22</b>	7	8	\$116,772.60
<b>Sep-22</b>	16	8	\$200,513.64
<b>Oct-22</b>	8	3	\$98,931.24
<b>Nov-22</b>	16	12	\$246,142.20
<b>Dec-22</b>	49	18	\$401,682.48
<b>Jan-23</b>	108	44	\$962,156.88
<b>Feb-23</b>	53	25	\$673,071.84
<b>Total</b>	<b>278</b>	<b>134</b>	<b>\$3,001,174.68</b>

**Presentations and “Desk for a Day”**

The members of the Unit visited Ministries, Department and Agencies and introduced prospective members to the “Big Deal Union”, while promoting the benefits of membership. Members were also reminded of the benefits of membership and had the opportunity to obtain their ID cards immediately.

<b>Month</b>	<b>Presentations</b>	<b>Desk For A Day</b>
Jun-22	1	7
Jul-22	3	4
Aug-22	2	3
Sep-22	2	6
Oct-22	2	6
Nov-22	3	6
Dec-22	0	0
Jan-23	0	0
Feb-23	4	6
<b>Total</b>	<b>17</b>	<b>38</b>

**Motor Vehicle Help Desk**

The Motor Vehicle Help Desk continued to assist members in the acquisition of motor vehicles directly from Japan, through collaboration with First Heritage Cooperative Credit Union, GBI Logistics, BeForward Limited and the Jamaica Cooperative Insurance Agency.

<b>Motor Vehicle Help Desk</b>			
<b>Month</b>	<b>Applications</b>	<b>Submitted to FHCC</b>	<b>Approvals</b>
Jun-22	3	-	3
Jul-22	10	2	-
Aug-22	2	5	2
Sep-22	4	-	1
Oct-22	0	-	1
Nov-22	5	1	1
Dec-22	2	-	0
Jan-23	3	3	0
Feb-23	1	1	0
<b>Total</b>	<b>30</b>	<b>12</b>	<b>8</b>



The Help Desk allows our members to conveniently acquire a motor vehicle with assistance from the application stage to driving off the lot. Applications have been somewhat impacted due to the lengthy turnaround time from the selection of the vehicle to its arrival in Jamaica, as well as processing challenges with First Heritage Cooperative Credit Union.

We, however, continue to promote this benefit, as members are able to save up to Five Hundred Thousand dollars (\$500,000) which is cost saving and provides convenience.

The members of the Unit are committed to providing memorable and first-class experiences, as we continue in service to our members

## Industrial Relations Unit

### Overview

Traditionally, the field of Industrial Relations is dominated by males. The Jamaica Civil Service Association (JCSA) along with its global partners, Public Services International (PSI) and the Caribbean Public Service Association (CPSA) have advocated for gender balance within the world of work. As a result of this advocacy, women not only play a role within the field of Industrial Relations, but there has also been a 50:50 ratio in the balance of males and females within the Industrial Relations Unit. The Industrial Relations' Unit continues to fulfill its mandate in keeping with the 2020/2025 JCSA strategic plan.

Industrial Relations Climate					
	2018/19	2019/20	2020/21	2021/22*	2022/23
Cases Settled	228	253	197	269	245
New Cases	189	206	208	244	229
Outstanding Cases	149	120	127	102	86
Pending Hearings/Appeals		18	29	24	13
Cases per IRO	57	66	42	54	47
Office Visits/Call-ins		600	580	801	1018
<i>*13 months</i>					

Office Visits and Call-In Details for the period March 2022 to February 2023	
Categories	Amount
Non-Payment of Benefits/Allowances	181
Performance Appraisal Issues	123
Non-Appointment	153
Other Issues/Queries	561
<b>Total</b>	<b>1,018</b>

Industrial Relations Unit Comparison for the periods 2021/2022 and 2022/2023	
Cases Settled	8.9% reduction
New Cases	6.1% reduction
Outstanding Cases	15.7% reduction
Pending Hearings/Appeals	45.8% reduction
Cases Settled per IRO	12.9% reduction when compared to that of the 2021/2022 period.

### Total Office Visits/Call-Ins

There was a 27.09% increase in the number of call-ins/office-ins for the period 2022/2023, when compared to that of the period 2021/2022. This was attributed to the Covid-19 pandemic and the Compensation Review. During the pandemic, there were several breaches of the Disaster Risk Management Act. Despite the spike in the Covid-19, the unit was not prevented from fulfilling our mandate in Industrial Relations' matters in the workplace, hence resulting in the reduction of outstanding balances and new cases for the corresponding period 2021/2022, when compared to the current period 2022/2023.

### Industrial Relations Highlights

During the month of May 2022, the JCSA was dissatisfied with the Government's response to the 2021/2022 Collective Bargaining Claim and the proposed discontinuation of JCSA negotiated benefits as part of the Compensation Review. Subsequently, the Government was given a 72 hours' strike notice.

During this period workers from the National Water Commission and the National Housing Trust took industrial action without giving any notice.

The Labour Relations and Industrial Disputes Act (LRIDA) stipulates at Part II Section 5B:

***(1) Where industrial action is contemplated to be taken in any of the services specified in the Fifth Schedule, notice in writing of such industrial action shall be given to the Minister and the employer by any party to the dispute or by any person acting on behalf of such party not less than seventy-two hours before the commencement of such industrial action.***

***(2) Where no notice is given pursuant to subsection (1) or notice is not given within the period specified in that subsection, the industrial action taken shall be deemed to be unlawful.***

### Issues arising

A worker at the Ministry of Education was interdicted from duties on half salary as of January 25, 2019 based on allegations of theft of air conditioning units from the Ministry. The matter was reported to the Allman Town Police Station for an investigation to be carried out.

The JCSA acted in accordance with the Staff Orders, by commencing with an investigation.

**The Staff Orders for Public Service chapter 10.7 (i) states "that where an infraction is considered to be serious, and pending the outcome of disciplinary proceedings, the accused officer may be interdicted from duty on half, quarter or no salary".**

Based on investigations, the worker was formally charged however after appearing in Kingston and St. Andrew Parish Court (Criminal Division), he was found **not** guilty and the matter discharged.

The worker was informed by the Director of Employee Relations to resume duties on February 09, 2022 and advised that he will be paid the outstanding salary and allowances for the period January 25, 2019 to February 06, 2022 which is in keeping the **Public Service Regulations of 1961 Section 32 (4) "where disciplinary proceedings against an officer under interdiction from duty result in his exculpation, he shall be entitled to the full amount of the salary which he would have received had he not been interdicted...."**

Other issues arose from MDAs and Public Bodies during the period, with breaches to the Labour Relations Code, Staff Orders of the Public Service, the Disciplinary Policy for Public Bodies, the MDA Code of the Conduct, the Public Service Regulation, 1961 and the Human Resource Management (HRM) policy. Recommendations were given based on these policies leading to successful resolutions.

## TRAINING

### **Professional Certificate in Industrial Relations Training For General Council Members - (Cohort 3)**

The following General Council Members are being trained on our mandate to educate our delegates in Industrial Relations.

Dwayne Goodison	MoEYI
Alrington Roberts	MoFPS
Xavier Hutchinson	MoFPS
Latoya Brown	Health & Wellness
Michelle Pryce	National Works Agency
Beverly Forbes-Black	St. Ann Chapter
Tracy-Ann Sinclair-Stewart	Institute of Jamaica
Uton Henry	Water Resources Authority
Peter Plummer	Jamaica Defence Force
Natasha Wright-Rankine	JCSA
Sharon Patterson	Supreme Court
Lorian Peart-Roberts	Social Development Commission
Fitz-Roy Salmon	Municipality of Portmore
Nikita Austin	Auditor's General Department
Sebastian Douse	Jamaica Constabulary Force
Richard Hutchinson	OPM
Sandra Cameron	Post & Telecom Dept.
Opal Bryan	Administrator General's Office
Charlene Edwards-Butler	Jamaica 4-H Clubs
Peta-Gaye Williams	Electoral Office/ St. Catherine E/C
Petrina Hudson McIntyre	Free Port Police Station
Alecia Pusey	JCSA
Charmaine Hamilton	KSA Parish Library

## Public Relations and Communications Unit

In keeping with our strategic objectives to increase the awareness and deepen the engagement of our members, the Public Relations and Communications Unit (PR&C Unit) moved from a one-member unit and added a Public Relations and Communications Manager on December 1, 2022.

The main responsibility of the PR & C Unit Manager is to:

- Oversee the Public Relations and Communications functions of the JCSA.
- Manage the coverage of conferences and workshops
- Offer technical support and/or present on media or other related topics
- Conduct interviews, prepare press releases, produce live streams and video shoots related to the Association and its stakeholders' activities.

### Accomplishments

There is open, clear and constructive dialogue between the organisation, our members and stakeholders. The PR & C Unit ensures that members have an opportunity to make the organisation aware of their views, issues and concerns via our various social media platforms.

The PR & C Unit was able to increase the organisation's reach and engagement with our members by conducting our meetings in the hybrid format. As a result, members online were able to voice their concerns and queries and receive a response in real-time. Our stakeholders such as the NHT, FHC, JCSMTS are also onboard, as they are now able to conduct their presentations online.

## Social Media Reach and Engagement

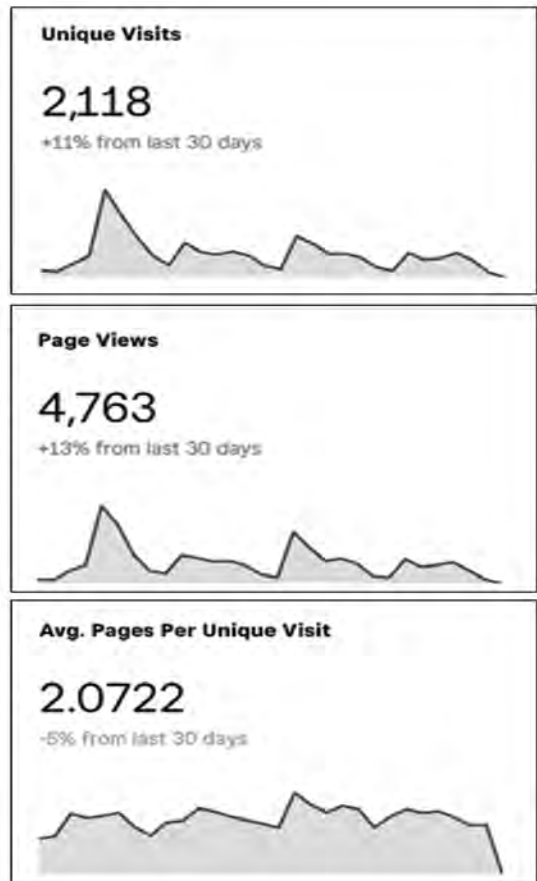
Regular evaluation of our social media pages will assist us in customising the content to suit the audience.

### • Website

The data is reflective of the period between June and August 2022

**Unique visits** means persons clicked on a specific item. The increase could be attributed to our annual report which has been uploaded to the site.

**Average page per unique visit** - how compelling and easily navigated our content is. This decrease can be attributed to the need to update the content on our website.



However, between December 2022 and January 2023 there have been 3,299 page views, this was a decrease in the total number of persons visiting the website.

Unique visits were down 36% which means that there was a decrease in persons clicking on a specific item. The PR & C Unit has taken note of the downturn and will seek to increase content. We will continue to monitor the engagement and interaction.

• **Facebook page**

There were over 424 posts on the Jamaica Civil Service Association Facebook page. (see chart below)

There were over 750 membership requests to join our Facebook page which has increased our followers to over 8,000. Members and potential members are encouraged to join our official Facebook page. The official page of the Jamaica Civil Service Association is [www.facebook.com/groups/Jacisera](http://www.facebook.com/groups/Jacisera).

• **YouTube**

We received over 3,500 views on our YouTube channel. There are 417 Subscribers on our YouTube channel. The objective is to upload our monthly podcast and to increase our content views.

• **Instagram**

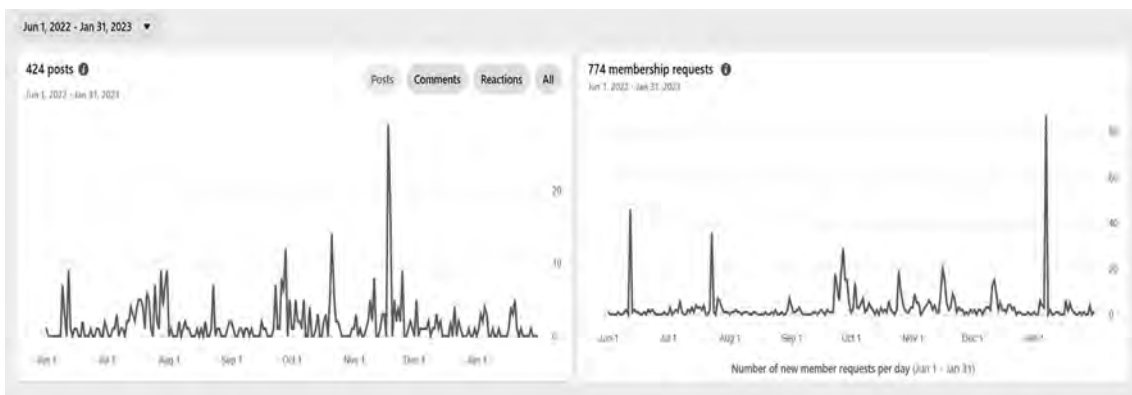
The increase in activity on our Instagram account could be attributed to Scholarships posts and the “Meet Our Healthcare Worker” feature. Our following increased by 536 which brings it to a total of 1,349 followers. Members and potential members can receive updates almost daily on our Instagram account by following us on [www.instagram.com/jacisera100/](http://www.instagram.com/jacisera100/).

**Twitter**

**Top tweets for January 2023**

With only 30 tweets, we received over 20,890 Tweet impressions for the year.

Impressions on Twitter are a total tally of all the times the Tweet has been seen. This includes not only the times it appears in one of our followers’ timelines but also the times it has appeared in searches or as a result of someone liking the Tweet. Members and potential members can receive updates by following us on [twitter.com/Jacisera100](http://twitter.com/Jacisera100)



Below are some of the activities which involved the PR & C Unit for the period:

### **Healthcare Workers Appreciation Month**

The JCSA, being the union with the largest number of healthcare workers, was invited by the Ministry of Health and Wellness to be part of the inaugural observation of Healthcare Workers Appreciation Month at the Terra Nova All-Suite Hotel in Kingston. The month-long celebration featured a series of events and activities at the parish, regional and national levels, including the observance of National Healthcare Workers Appreciation Day on Wednesday, July 13.

In recognition of our members in this field, we showcased them on our website and various social media platforms. We highlighted their place of work and what they loved about being a healthcare worker.

Each week, during our “Giveaway Wednesdays”, prizes were awarded to the first healthcare worker who answered correctly. Each was awarded a gift certificate for either a gym/fitness centre membership or shopping spree at our Mini Mart.

### **Man Talk 101 Health Series**

The PR & C Unit ensured that members were aware and well-informed of the series by promoting the event using flyers created by the unit that were posted on all our social media platforms. On the day, the hybrid event themed “Men’s Mental Health and Relationships” was also live streamed on Zoom and YouTube by the PR & C Unit and Brother Nikhail Campbell. Members were able to interact through both platforms.

### **The JCSA Mini Marts survey**

In keeping with our strategic objective to improve access to the JCSA’s Services, the PR & C Unit developed and launched the JCSA Mini Mart survey. The survey was to garner how feasible having a delivery service option for the Mini Marts would be. A data analysis was conducted and sent for action.

### **Marcus Garvey Public Sector Graduate Scholarship**

In keeping with our Strategic Objective to celebrate our members and to keep our members aware and informed, our members who were recipients of the Marcus Garvey Public Sector Graduate Scholarship were highlighted. The Marcus Garvey Public Sector Graduate Scholarship is a collaborative effort of the JCSA and the Ministry of Finance and the Public Service (MoF&PS). It was launched in 2021.

The recipients of the scholarship can pursue postgraduate studies with the following criteria:

- Must be from competitive, accredited universities in Jamaica, North America and Europe
- Must be Jamaican nationals/citizens under 45 years old at the time of application
- Permanently appointed, temporary or on contract
- Have at least 2 years of continuous service

Listed below are our members who were recipients of the award:

- **Sis. Shanique Graham** is a Senior Policy Analyst - Criminal Law at the Ministry of Justice.
- **Bro. Mark Davis** is a certified and trained Management Analyst. He is employed by the Ministry of Finance and the Public Service

as a Chief Management & Establishment Analyst in the Corporate Management & Establishment Branch of the Strategic Human Resource Management Division.

- **Bro. Elvis Bennett** is employed at the Government Electrical Regulator, an agency of the Ministry of Science, Energy and Technology as a Customer Service Officer.

### **Webinar - Update on Compensation Review**

On Monday, October 3, 2022, over 3000 members of the Jamaica Civil Service Association (JCSA) participated in an online forum to consider a mandate to the Union leadership to be expressed to the MoF&PS. The Forum was heavily publicised utilising all social media platforms including our website. The PR & C Unit conducted the poll feature on the Zoom platform. An overwhelming majority of 70% gave the mandate that we, the members of the JCSA, give the leadership of the JCSA its approval to signal to the MoF&PS its readiness to sign the MOU. This approval is on condition that outstanding alignment issues impacting where MDAs, groups and individuals fall in the 16-Band Structure, will be addressed by an appropriate mechanism to be agreed between the unions and the MoF&PS.

### **Breast Cancer Awareness Month**

For Breast Cancer Awareness Month there were two (2) initiatives to bring awareness to the cause and show our support for persons affected by breast cancer. These were:

- ***Wear Something Pink Fridays.*** We asked our members and staff to wear something pink in support of Breast Cancer Awareness. We asked persons to send us pictures wearing something pink or to tag us in their social media posts using the hashtag #JCSAWear SomethingPinkFridays. For this, we received overwhelming support from

members.

We highlighted three of our members who are Breast Cancer Survivors for three consecutive weeks.

- Week 1: Sis. Hygena Reid from the Police Department in the Ministry of National Security.
- Week 2 - Sis. Lorian Peart-Roberts from Social Development Commission and
- Week 3 - Sis. Debbie McDonald from the Ministry of Local Government.

These ladies all gave insight into what their journey with Breast Cancer has been like and how they are inspiring and encouraging others.

### **Civil Service Week**

During Civil Service week the PR & C Unit highlighted and promoted members of the Association who have served in the public sector for 25 years and over. 1-2 features were posted on all social media pages per day.

### **16 Days of Activism for the Elimination of Violence against Women**

The 16 Days of Activism against Gender-Based Violence is an annual international campaign that kicks off on November 25, the International Day for the Elimination of Violence against Women, and runs until December 10, Human Rights Day.

To bring awareness to the 16 Days of Activism for the Elimination of Violence against Women, the PR & C Unit developed a feature where we highlighted President O'Neil Grant, First Vice President Techa Clarke-Griffiths, General Secretary Tifonie Powell-Williams and Sisters Marlene Knight and Peta-Gaye Williams and two (2) members of the General Council - who gave brief quotes on the importance of the 16 days of Activism.

### **Certificates**

The PR & C Unit created certificates for the Men's Coalition Committee Forum "*Reigniting a Nation for greatness: Man Deh Yah*" on November 19, 2022, and for members who have served 20 years or over in the public sector at the St. Catherine Chapter's Annual General Meeting.

### **Press Releases and Statements from the President**

Communication was dramatically increased as the JCSA sought to deepen and expand the reach of our communication with our members. One of the strategies utilised was to increase the dissemination of Media Releases, most of which related to the compensation restructuring. This year was a record year for the JCSA, where over 50 Press Releases and statements from the President were sent to the media, emailed to members of the General Council and posted on all our social media platforms. Press releases are also posted on the organisation's website at: <https://www.jacisera.org>.

### **Research**

Research was done, and short bios were written for 6 individuals who were being celebrated and recognized as stalwarts of the JCSA by the Men's Coalition Committee. The event was held on November 19, 2022.

Research was carried out for Bro. Donald Hines, a former Departmental Representative for the Food Storage Division who passed away in October 2022. A tribute was written and was read by the PR & C Unit Officer, who represented the JCSA at the funeral service.

### **Town Hall Meetings**

Another communication strategy by the association to broaden and target our members in their locale was the utilisation of Town Hall meetings. Our Town Hall meetings were conducted at the regional level. Thus far, meetings were held in the parishes of Portland and Manchester. The PR & C Unit used the hybrid format and live streamed on Zoom to maximise reach and to facilitate members who were unable to attend physically.

### **Chapter Annual General Meetings**

The PR & C Unit ensured that Chapter Annual General Meetings were promoted through the creation of flyers and posting them on our various social media platforms. We captured each meeting using short videos and photographs. These were posted on our social media platforms. Live streaming of the meetings was done via Zoom which allowed members to listen in to presentations by our partners, updates given by the President and to join in to ask burning questions. The meetings were all recorded for posterity.

### **Mini Mart Sale Day Giveaway**

To ensure that our members were aware of the various benefits offered by the JCSA, the Mini mart Sale Day Giveaway was pre recorded, edited and photos captured. These were uploaded to our social media platforms. This was another approach utilised to celebrate and demonstrate to our members that we are more than negotiations, that we also care about their well-being and welfare.



## Strategic Projects

### Braco and Lancaster Estates, Trelawny

In early 2022 there were plans to construct villas in the area and the access route to the beach was intended to be Lot 1A, which is a part of Lot 1 for which we have an active lease. Claims of ownership by the individual were refuted by our investigations. JCSA has an active lease for the entire Lot 1 (1 and 1A), as well as a lease for Lot 3. Perimeter fencing was erected for both lots and a sign posted on both. The signs establish that the lots are private property and advised that there is to be no trespassing. A contact number for the JCSA is also posted on these signs which were stolen but subsequently replaced.

The lots are to be maintained and monitored to prevent squatting (as required by the NLA) and a watchman was recommended for this purpose. A clean-up exercise was performed by the Management on Saturday April 2, 2022.

Concept Designs have been produced by the Architect and circulated to the Management. Topographical Survey Drawings have also been completed.

The concept drawings were discussed with the Parish Council which (verbally) indicated that we may need to subdivide Lot 3 so it can be fit for purpose. As it is now, the purpose of the lands (on the books) is for single family dwelling.

The next step is for the plans (measured drawings) to be completed and the application made to the various agencies for approval to build.

This process has been put on hold by the Management.

### Western Regional Office

A sink, Uninterruptible Power Supply (UPS) unit and wash-tub were installed.

An internal valuator assessed the shops at the location in February 2022 to determine its affordability by the JCSA, with a view to the purchase of 1 or 2 of the shops. A report is being prepared.

### Kingston Mini Mart

One of the small conference rooms at JACISERA Park was reconfigured into the new Kingston Mini Mart. The Caledonia Mini Mart operations were relocated to JACISERA Park.

### Well and Irrigation Project

Phase 1 confirmed that water is present at the identified location and that the construction of a well has merit to be used for irrigation purposes.

### JACISERA Gym and Wellness Centre

Due to several delays and missed deadlines to the gutter installation, a new contractor has been selected. UBuilt Construction Limited will complete the gutter installation after completing their current project of renovating the changing rooms.

### Covered Aerobics Area / Gym Expansion

A covered aerobics area is to be established as an annex to the gym after the gutter installation is complete.

### Emergency Exit Door

An emergency exit door was installed in the Wellness Centre as per the requirements of the Fire Department.

### **JACISERA Park VIP Lounge**

A VIP Lounge will be established on top of the Mini Mart. The lounge will allow for the viewing of events such as football and cricket, at a cost, and will be enclosed and air conditioned. Meal and beverage services are also to be provided. The design for the lounge has not yet been completed.

### **Shower and Changing Rooms**

The existing bathroom was renovated into a modern facility with shower stalls and changing rooms to include accessibility and functionality for the physically challenged.

Components of a Sewage Treatment System (septic tank and reed bed facility, chlorinated chamber and soak-away facilities) as is required by the KSAMC / NWC, etc. were also included.

### **JACISERA Park Storage Areas**

Two (2) 20-foot containers were acquired and retrofitted as storage units to include electrical lights and security systems.

### **Lands of Albion in St. Thomas**

Demolition is now possible based on Ministerial approval. Demolition companies' prices ranged from approximately \$25M to \$30M, exclusive of the cost for security arrangements. Other costings were requested from other potential contractors however none were received.

Notices to quit occupancy and vacate the lands were served on occupants of the land on April 8, 2022 with copies of the executed notices (prepared by the NLA's Legal Department) returned to the NLA as we awaited further instructions. In a meeting with the Commissioner of Lands, we were told that

Ministerial Approval was not finalized and that we would be advised further. The services of the Squatter Management Unit were engaged and the information collected in February 2023. The unit is to send a copy of the report to the NLA as well as to the JCSA.

### **JCSA Resource Centre / NWA Tarrant (Bridge Parts) Store**

This is an ongoing discussion. A Memorandum of Understanding (MoU) between the NWA and the JCSA was developed and is to be agreed upon.

The building in question sits on lands for which the JCSA has an active lease. In a meeting with the NLA it was revealed that there is documented evidence that the JCSA agreed to permit the National Water Commission (NWC) to operate from an area of the JACISERA Park lands from as far back as 1974. The agreement was never finalized and as such was not included in the development plan nor was the land identified for subdivision.

This revelation changed the scope of the discussion and gave the JCSA the controlling position in the discussions.

The MoU was redrafted and accepted by both parties. The NWA is to clear the area, after which the JCSA will begin to secure the location by first establishing boundary security by way of a perimeter fence.

### **JACISERA Park Auditorium Expansion And Renovation**

The works commenced in November 2022 and are ongoing. Completion is expected by April 17, 2023.

### **JACISERA Park Multi-Purpose Courts**

The Topographical Survey has now been completed by the National Land Agency. The Sports Development Foundation and Digicel have both indicated their willingness to provide funding however they both require additional information including cost. The cost is however not possible at this time as the bulk of the cost will be in the preparation of the grounds.

A civil Engineer has been contracted to propose a solution to the drainage and water problems.

### **Expansion and Renovation of the Kitchen Area at JACISERA Park**

The new kitchen concept is now designed which demonstrates a complete kitchen, serving area and electrical room. The improved serving area will provide an area for food warmers and a layout which is inside the kitchen area and away from pedestrian traffic.

The design was submitted to the Quantity Surveyor and the Bills of Quantities submitted to the Management. The process is on hold pending the completion of the Auditorium Project.

### **JCSA Petrol Station**

A request made to PETCOM as Petrol Station Operator was explored earlier, however while the enquiry was acknowledged, there has been no meaningful response.

Additional information is required for the possibility of offering discounted petroleum products to members. The required information includes:

- How many members of the JCSA operate a motor vehicle or are responsible for refueling?
- How are these members distributed over the 14 parishes?
- How many times per week do they purchase petrol?

- Do they have a preferred brand from which they purchase (Texaco, Rubis, Total, etc.)?
- What is the average spend per purchase?

The data gathered from the responses to these questions will also guide the JCSA in determining the most suitable area for the first Petrol Station to be placed, should we decide to build.

### **JACISERA Park**

#### **Operation of the Gym**

For the period June 2022 to February 2023, the average number of attendees was 250 per month or 10 per day. This was with an average of 26 operational days per month. The highest and lowest number of attendees per day were 22 and zero respectively. Mondays and Saturdays were generally recorded as having the lowest usage, while Tuesdays and Wednesdays were recorded as the highest.

The gym equipment - stationary bikes, treadmills, hand weights - were serviced regularly by Mr. Mark Edwards during the period, however issues remain with two of the treadmills.

Mirrors were satisfactorily installed in both gym rooms by Southdale Hardware & Glass Supplies Limited on the 19<sup>th</sup> of September 2022.

#### **Activities at JACISERA Park for the period**

The facilities at JACISERA Park (outside of the regular usage of the gym and field), were booked solidly throughout the year with functions ranging from Committee and Association Meetings to Tarrant High School's Orientation, Bridal Showers, Funeral Services and the Jamaica Domino Association Competition. Chairs, tables, table coverings, food and use of the P.A. System were provided as required. On July 22<sup>nd</sup>, 2022, the

Ministry of Health and Wellness used the field, auditorium, and car park to host their 2022 Sports Day. Over 800 persons were in attendance including Health Minister Dr. Christopher Tufton, along with the Permanent Secretary, Dunstan E. Bryan.

**N.B.** The JACISERA Park Board of Management Committee hosted after work events most Friday evenings except in the months of January and February 2023 because of the renovations to the auditorium being done.

#### **Field usage, rehabilitation, and maintenance**

The field was used on average, six times per month, including occasional Sundays, during the reporting period by the members of the Molynes United Football Club. No other person(s) or entity were commissioned to use the field. Due to the frequent usage of one side of the field by Molynes United F.C., and challenges with irrigation areas of the field is devoid of grass.

A formal memorandum of understanding or lease/ rental agreement focusing on usage of the facility, areas of premises that should be accessible to Molynes United F.C., revenues to be derived, fees to be charged etc., between Jamaica Civil Service Association and Molynes United F.C. was not, up to the end of the reporting period signed.

Please see table below illustrating the cost to adequately irrigate the field at JACISERA Park using the current system.

The field needs to be reseeded and sprayed with the requisite chemicals to exterminate or significantly lessen the insect, bacterial and fungi population.

On the 3<sup>rd</sup> of August 2022 representatives from the Jamaica Little League Baseball and Softball (JLLBS) visited the park to examine the field and after that visit are expressing an interest in using a section of the field to introduce and train youths (preparatory/primary, High schools ages) from this community and the surrounding communities about Baseball and Softball.

#### **Maintenance of green spaces at JACISERA Park**

Maintenance of the green spaces include:

- cutting the green areas including small trees around the premises
- tilling/teasing the exposed soil in the garden
- planting out the areas on the garden floor that are yet to be covered by grass and
- spraying requisite chemicals in a timely manner to significantly lessen the white fly population.

<b>Particulars</b>	<b>Daily</b>	<b>Monthly</b>	<b>Annual</b>
<b>Materials</b>			
Gasoline	\$2,498.10	\$76,035.92	\$912,431.03
NWC Charges	\$ 36,513.44	\$ 1,111,377.78	\$13,336,533.36
Fittings & accessories	-	\$8,000.00	\$96,000.00
<b>Labour</b>			
Irrigating field	\$328.54	\$ 10,000.00	\$120,000.00
Servicing of water pump	-	\$ 10,000.00	\$120,000.00
<b>Total Cost</b>	<b>\$39,340.08</b>	<b>\$ 1,215,413.70</b>	<b>\$ 14,584,964.38</b>

Maintenance was irregular during the months of May and June and did not begin until late July 2022. Work was not completed until Mid-August and again was delayed in September, which was partially caused by the rains. Maintenance of the green space began in early January (20/01/2023) and was not completed by the end of February 2023. These duties are carried out by Mr. Daniel Scott.

### **Wellness Centre**

Solar Buzz was selected as the contractor to solar tint the windows and door for the Wellness Centre. The spa room and the window in the server/ monitoring room were tinted on the 15<sup>th</sup> of June 2022 with privacy frosting film.

Up to the end of the reporting period, there was still evidence of the roof leaking in several sections of the Wellness Centre.

### **Malfunctioning Entrance Gate to JACISERA Park**

Throughout June to Mid December, the entrance gate was malfunctioning because of connectivity issues. Despite repairs done by contractors Technology Plus and Miller's Electronics and Services, some issues affected operations including the weather, which damaged an exposed panel and vandals who also caused damage to the sensor stationed on the gate columns. Miller's Electronics and Services completed work on the 29<sup>th</sup> of December 2022, allowing main gates to function correctly. The repairs, which included the installation of security cameras, came to a total of \$306,457.04.

### **Mini Mart**

During the heavy rains as a result of Hurricane Ian on September 27th, the floor in the vault

area of the Mini Mart had water flowing up through it. The goods in the Mini Mart were not damaged.

Further to a visit conducted by the Ministry of Health and Wellness, all issues identified by the Health Inspector for the Mini Mart in May 2022 were addressed in the first week of June 2022.

On January 10<sup>th</sup>, 2023, another visit by a Ministry of Health and Wellness Inspector determined that the location was deserving of its Health Inspectorate's certificate.

### **Ant and Wasp treatment at JACISERA Park**

The building (inside all areas, the perimeters) inclusive of the caretaker's premises was treated for ants and wasps by M.W. Pest Control. Rodent bait stations were also serviced.

### **Work in Caretaker's residence**

Repairs to Mr. Anderson's residence by Contractor Errol Dillon of Dilcon Construction were fully completed in June 2022 however, the shower enclosure was removed as a contractual requirement.

### **NWC Supply**

The compound is serviced by 2 NWC Accounts:

- Account #1 which supplies the building at JACISERA Park and
- Account #2 which provides water for the irrigation of the field.

### **Account 1**

Supply for the building has been much more

frequent than in previous months (February to May 2022) and there was no need to get trucked water to the premises in June 2022. Despite irregular supply however, consumption was high with no noticeable leakage. The increase in consumption could be attributed to:

- Construction of the septic system
- Several meetings held during the month
- An overflow in the toilets which happened in May 2022.

Mr. Andre Williams, a leakage detector carried out a physical inspection on June 23, 2022, but was unable to detect any leaks presumably due to the low pressure. Another inspection was carried out in July with a few modifications made, which reflected a reduction in the average monthly water consumption. The supply to the building has been consistently good (pressure and volume) since then except for early 2023 when water had to be trucked to the premises (twice in January and once in February), because of inconsistent supply.

### ***Account #2***

Supply was consistent for June with excellent pressure. In the months following, the low water pressure was a challenge to irrigate the Centennial Garden and adequately supply sinks and wash stations and therefore needs to be improved through the installation of suitably sized water tanks and pump(s) to pressurize the water lines.

Five contractors visited the proposed site where the work will be carried out and submitted their quotations. The project was however put on hold until the renovation of the kitchen is completed.

The month of August had consistently good pressure and volume. Due to significant rainfall, especially in the latter part of the month, the field did not require irrigation from this NWC supply.

## **REGIONAL REPORTS**

### **North East Region**

Activities of the North Eastern Region are highlighted below for the reporting period June 1, 2022 to February 28, 2023.

#### **North East AGM 2023**

The North Eastern Region successfully hosted 2023 Annual General Meetings in all five Chapters where members attended online via Zoom and in person.(see table on page 42) Special presentations were conducted in all the Chapters to our dear President, Bro. O'Neil Gant, who will be demitting office May 2023 this year. He will be sadly missed by our region.

Brown's Town Chapter Chair Sister Carol Clarke made a special presentation to the Liberty Valley Basic School and St. Christopher School for the Deaf. They received toiletries for both schools.

#### **St. Thomas Chapter**

The following departments made presentations regarding the Compensation Review.

- Yallahs Fire Department

- St. Thomas Parish Library
- Morant Bay Fire Department
- Princess Margaret Hospital
- Ministry of Labour & Social Security office

### St. Ann's Bay Chapter

#### *Election of Executive*

It was expressed by Brother Erlet Findley that he would no longer seek re-election.

A new Executive Team was elected as follows:

Chapter Chair	Sis. Beverly Forbes-Black
Vice Chair	Bro. Johnoy Harrison
Secretary	Sis. Camille Murphy-Henry
PR Officer	Sis Opal Scott
Asst PR Officer	Sis. Anna Kay Livingston
Treasurer	Bro. Johnathan Bailey
Asst Treasurer	Sis. Teniel Brown

#### *NE Executive Meeting*

The North Eastern Region hosted a meeting with the JCSA Executives in the five chapters on August 18, 2022 via Zoom with thirty five (35) participants. 2nd Vice President, Brother Kelvin Thomas gave an extensive update on the Compensation Review. The Executives were able to better explain the package to their colleagues in the various departments.

Additionally, each chapter, except Portland, held one Executive meeting for the reporting period. Brown's Town held two.

#### *JCSA North Eastern Tour*

A tour was conducted in all five chapters. Second VP Kelvin Thomas, IR Manager George Thorpe, NE Administrator accompanied by the Chapter Chair for each parish visited the MDA's updating members on the new wage agreement with the Government. This was a public relations campaign geared towards sensitizing our members about the Compensation Review and negotiation process and what to expect while awaiting their new salary package.

On August 24th 2022, members stationed at the St. Ann's Bay Hospital were updated on the Compensation Review when the 2nd Vice President, Brother Kelvin Thomas, Industrial Relation Officer, Sister Joy Tucker-Harriot and our Regional Administrator, Sister Marilyn Hines, made their visit. They were also joined by JCIA representative, Mr. J. Bennett.

In St. Mary, a walk-through was conducted to various MDAs on August 30, 2022 again headed by 2nd Vice President Kelvin Thomas and Zonal Officer for the parish. Industrial

PARISH/ CHAPTER	DATE	VENUE	PARTICIPANTS	
			In person	Online
St. Thomas	January 12, 2023	Morant Bay Anglican Church Hall	22	20
St. Mary	January 31, 2023	RADA	19	28
Portland	January 31, 2023	CASE	31	24
Brown's Town	February 7, 2023	Brown's Town Community College	22	22
St. Ann's Bay	February 7, 2023	Ministry of Labour	21	28
<b>Total</b>			<b>115</b>	<b>122</b>

Relations Manager Brother George Thorpe, NE Administrator Marilyn Hines, Chapter Chair Mrs. Karen Coleman Clarke and Assistant Secretary, Jacky-Joe Sherwood Burton were also present. They were happy for the personal visit to their offices by the JCSA Team.

### ***NE Town Hall Meeting***

The JCSA hosted a Special Town Hall Meeting for members in the Northeastern Region on November 30, 2022 at the College of Agriculture, Science and Education in the parish of Portland with Twenty- two (22) members present face-to-face and 80 members present online. President Grant and his team focused on the new compensation package offered by the GOJ and the next steps going forward to the years 2023-2024. Members were constantly updated also through our WhatsApp groups, by email and through radio interviews. A detailed presentation was also conducted by First Heritage Cooperative Credit Union (FHCCU).

### **North Eastern Region - Orientation Session**

Participants were informed of their individual roles and functions as the Chapter Executive at the orientation session held on February 10, 2023. The meeting, held via Zoom, was chaired by Sister Beverly Forbes-Black and informed new members about the operation of the JCSA, its strategic plan and mapping of the North Eastern region. A total of twenty-eight (28) Executives were present.

### **Office Visits**

(See table below)

Follow up visits were done periodically to Departments.

Offices visited for the period June 2022 - February 2023

<b>North East Office Visits and Activities for June 1, 2022 - February 28, 2023</b>					
<b>Chapter</b>	<b>Office Visits</b>	<b>Presentation s</b>	<b>Desk for a Day</b>	<b>Applications Collected</b>	<b>Thrift</b>
St. Mary	38	15	9	58	-
St. Ann's Bay	40	7	9	92	1
Browns Town	2	9	1	18	-
Portland	10	21	7	31	1
St. Thomas	9	8	1	37	3
<b>Total</b>	<b>99</b>	<b>60</b>	<b>27</b>	<b>236*</b>	<b>5</b>

*\*NB: Additional applications would have been submitted directly to the Secretariat by Chapter Chairs*



<b>ST. ANN'S BAY CHAPTER</b>	
Steer Town Academy	Claremont Health Center
Steer Town Health Centre	RADA, Claremont
Examination Depot	Claremont Post Office
Moneague College	EOJ, Claremont
Moneague Primary and Junior High	St. Ann Municipal Police
Moneague Tax Office	Steer Town Primary & Junior High School
Moneague Post Office	Ocho Rios Post Office
Moneague Branch Library	Ministry of Labour
Ocho Rios Health	Tax Administration
St. Ann's Bay Health Department	National Council on Drug Abuse
St. Ann's Bay Hospital	Jamaica Customs
St. Ann's Bay Parish Library	National Works Agency
Department of Correctional Services	Electoral Office, St. Ann
St. Ann's Bay Parish Library	

<b>BROWN'S TOWN CHAPTER</b>	
Brown's Town Police Station	Brown's Town Community College
Court Management Services	Social Development Commission
St. Hilda's High School	Electoral Office
Brown's Town Post Office	Tax Office
Brown's Town Clinic	Ministry of Education
Brown' Town Branch Library	Brown's Town Fire Station
RADA-Browns Town	RADA-Browns Town
4-H Club	4-H Club
York Castle High School	Brown's Town High School
Court Management Services	

<b>ST. MARY CHAPTER</b>	
St. Mary Municipal	St. Mary Municipal, PR Department
Port Maria Hospital	Port Maria Hospital
Highgate Health Centre	Parish Council (Planning)
Highgate Post Office	Parish Council (Accounts)
Oracabessa High School	Parish Council (Municipal Police)
Oracabessa Health Centre	Parish Council (Roads and Works)
Port Maria Hospital	Ministry of Labour
Annotto Bay Hospital	Port Maria Fire Station
Annotto Bay High School	TAJ, Port Maria
Annotto Bay Post Office	St. Mary Parish Court
Social Development Commission	JFLL
Poor Relief, St. Mary	Island Traffic Authority .
Jamaica Library Services	

PORTLAND CHAPTER	
CASE	Registrar General Department
Port Antonio Hospital	Port Antonio Post Office
Hope Bay Branch Library	Ministry of Labour
Hope Bay Post Office	RADA
Portland Parish Court	Tax Administration
Port Antonio Health Department	Women's Centre
Buff Bay Health Department	Forestry Department
Buff Bay Post Office	Police Department
Buff Bay Library	

ST. THOMAS CHAPTER	
Princess Margaret Hospital	St. Thomas Fire Department
St. Thomas Health Department	Yallahs Fire Department
St. Thomas Parish Library	Ministry of Labour

Emails added for the period June 1, 2022 - February 28, 2023

Chapter	Reporting period	To date
St. Ann's Bay	93	877
St. Mary	51	509
Brown's Town	18	146
Portland	27	311
St. Thomas	38	274
Total	227	2079

JCSA Identification Cards

Chapter	IDs processed
St. Ann's Bay	21
Brown's Town	0
St. Mary	17
Portland	50
St. Thomas	55
Total	143

Grievances for the period

Chapter	Amount
St. Ann's Bay	5
St. Mary	4
Total	9*

\*NB. Please note members may have also communicated directly with the JCSA Secretariat.

#### Member Assistance (St. Thomas)

Members were assisted with accessing their Thrift accounts, making withdrawals and processing loans.

A new email address was also created to help us assist members with greater ease. It is [jcsa-helpyou@gmail.com](mailto:jcsa-helpyou@gmail.com). Members were also able to reach out via telephone. In most cases they utilized the WhatsApp feature to seek clarity on issues (namely the Compensation Review), or to get advice.

Where applicable, matters were passed on to Ms. Rosalind McKenzie, our able Industrial Relations Officer.

### Resignations

A total of eight (8) resignation letters were submitted to the North Eastern Office for the reporting period.

### Tertiary Grant Form

Twelve (12) JCSA Members submitted completed Tertiary Grant Application Forms to the North Eastern Regional Office in June 2022

### Discount Providers

Five (5) new discount providers signed contracts in the NE region for the month of November 2022. They are:

- Faces and Fingers, Ocho Rios
- Great House Pharmacy Ltd, Ocho Rios
- Nasirah Spa, Ocho Rios
- Dreams Couture, Ocho Rios
- Aquamarine, Ocho Rios

### St. Mary Chapter Linkup

On August 1, 2022 the JCSA St. Mary Chapter hosted the second staging of a fun day activity with members at the Mothafed River in Exchange, St Ann. Members enjoyed cooked meals prepared at the river and hiking some hilly narrow slopes, but the mini falls were a plus. It is held at different locations for each event.

### International Coastal Cleanup Day

The Brown's Town Chapter partnered with the Hi-Tech Group to clean up the Red Cross, Fisherman's Beach and Scenic View Beach for International Coastal CleanUp Day on September 17, 2022. The beaches were cleaned

by JCSA Members and volunteers. Forty-three (43) people registered for the 4th staging of this event by the Brown's Town Chapter.

### Civil Service Week

In celebration of Civil Service Week, all five JCSA North Eastern Chapters attended church services within their respective parishes.

Parish/Chapter	Church Venue
St. Thomas	Christ Chapel United Pentecostal Church
Portland	Port Antonio Methodist Church
St. Mary	Highgate New Testament Church of God
St. Ann's Bay	St. Ann's Bay Baptist Church
Brown's Town	Apostolic Ark Pentecostal Church

The services were held on November 20, 2022. Messages were read by the Chapter Chairs and members from the Governor General, Prime Minister, Cabinet Secretary and the President of The Jamaica Civil Service Association. Special prayers and thanks went out to all civil servants taking into account their dedication to our nation.

### Projects

Further to a meeting held on March 7, 2023, the St. Ann Chapter Executive visited the Edge Hill School of Special Education on March 11 to note their needs for them to be included in the budget as the designated project for the St. Ann Chapter.

Special thanks to Brother Kelvin Thomas our 2nd Vice President and Zonal Officer for his

continued efforts and dedication to the North Eastern Region, the Chapter Chairs and their Executive, Miss Patrice Porter for her administrative support and to our Industrial Relations Officer for the North East, Mrs. Joy Tucker-Harriot, who is doing a wonderful job.

**South-Central Region**

Report for the administrative year 2022-2023.

**OFFICE UPDATES**

The year 2022 proved to be a challenging year for everyone due to the negotiation of the Compensation Review. The Region conducted Chapter and Town Hall Meetings to sensitize members on the review.

The South Central Region hosted successful Annual General Meetings (AGMs) in St Catherine, Clarendon, Manchester, Santa Cruz and Black River. These meetings were held via Zoom and/or face to face, and were well supported by members and potential members. President O’Neil Grant, the Officer Corps, General Secretary Sister Tifonie Powell-Williams, staff from the secretariat, Chapter Chairs and their Executives were also present.

**Manchester Chapter**

The Manchester Chapter’s AGM was quite festive with entertainment provided by the *All Together Sing* champions, The Manchester High School Choir. Led by their Choir Director, the thirty-five (35) students gave a spectacular performance and were presented with tokens and gifts at the end of the evening.

The Guest Speaker, Pastor Jason Edwards from The Fellowship Tabernacle, Ward Avenue, in Manchester gave an inspirational presentation under the theme: *“Persistent and Consistent Advocating for the Worker: “Moving from Surviving to Thriving.”*

President Grant furnished all the relevant information regarding the Compensation Review in detail to all members and prospective members.

A wide variety of agencies were on hand to provide samples and information on their goods and products. Those present were The PickaPeppa Factory, The Jamaica Biscuit Company, Mega Marketing Limited, The National Council on Drug Abuse, The Jamaica Library Service and RADA, represented by our own Sis Alecia Daley, Home Economics Officer. The JCSA was not to be left out as our Administrator, Mrs. Natasha Wright Rankine mounted a display showcasing what the JCSA had to offer.

**Summary of AGMs - South Central Region**

Chapter	Date	Physical Attendees	Virtual Attendees
St. Catherine	January 18, 2023	90	26
Clarendon	January 24, 2023	16	46
Manchester	January 19, 2023	115	26
Santa Cruz	January 18, 2023	6	26
Black River	January 18, 2023	16	36
<b>Total</b>		<b>243</b>	<b>160</b>

Other attendees were:

Dr. Soley from Southern Regional Health and Mrs. Paulette Routhon, Acting Principal of The Sydney L Blake Basic School, who provided an update on the JCSA's activities at the school.

Several awards and presentations were made throughout the evening to the following for their outstanding contribution to the JCSA:

- Jamaica Biscuit Company
- Power Services Limited
- Mr. O'Neil Grant - President of JCSA
- Sister Tifonie Powell-Williams - General Secretary
- Sister Josein Marshal Baker
- Sister Patrice Porter - Administrator
- Brother Clarence Frater - 3rd VP & Zonal Chair
- Sister Helen Hutchinson - P.R.O.
- Sister Shanice Grant - P.R.O.
- Paulette Routhon - Acting Principal, Sydney L Basic School
- Sister Camille Griffiths - Assistant Secretary
- Sister Francilla Whittikar - P.R.O.

JCSA members from different agencies were also awarded with plaques for over 30 years' outstanding service to the Manchester Chapter and to the Jamaica Civil Service Association. The Manchester Chapter awarded over 15 spot prizes to members, as they participated in the day's function.

The region has been active in all the JCSA General Council Meetings which are held on a quarterly basis via Zoom. Matters discussed at these meetings included wage negotiations, Pension Reform, Contract Employment among other issues affecting the public sector. Webinars such as the JCSA Men's Coalition webinar were attended via Zoom.

## St. Catherine Chapter

### Annual General Meeting

Our Annual General Meeting (AGM) was held on January 18, 2022. This meeting was held at the St. Catherine Municipal Corporation Building and also via Zoom. Members from the Executive in attendance were:

- Bro. Clarence Frater, 3rd VP, and Zonal Chairman
- Sis Techa Clarke-Griffiths, Acting President
- Sis. Tifonie Powell-Williams, General Secretary
- Sis. Natasha Wright-Rankine, Regional Administrator
- Bro. George Thorpe, Industrial Relations Officer

Members of the outgoing St. Catherine Executive were also in attendance. Sister Clarke-Griffiths provided an update on the negotiations regarding the 4% increase in salary and the one-off payment of Forty Thousand dollars (\$40,000). She also reminded the meeting of other JCSA benefits available including access to the Wellness Centre. A presentation of the Chairman's Report was read by Sister Anya Green followed by the election of officers conducted by Brother George Thorpe.

Three (3) **Chapter Executive meetings** were held between March and November 2022 - March 18, April 26, 2022 & November 13, 2022.

**Chapter Quarterly Meetings** were held twice via Zoom dated May 3, 2022 and November 17, 2022 with 50 and 52 persons in attendance, respectively. Bro. Clarence Frater, 3<sup>rd</sup> Vice President and Zonal Chairman and Sister Tifonie Powell-Williams, General Secretary were present at the meeting held in May 2022.

Matters relating to the Chapter Project and the Compensation Review were discussed.

The meeting convened on November 17, 2022 was attended by Brother. Clarence Frater, 3<sup>rd</sup> Vice President and Zonal Chairman and members of the Chapter Executive. The meeting was held to discuss updates regarding the Compensation Review and to highlight the Civil Service Week activities where members with 25 years of service were asked to submit their particulars to be featured on the JCSA's social media pages. There was also an announcement of the Civil Service Week Church Service, an upcoming Chapter lyme and Fundraising Activities.

### **Site Visits**

Twenty-eight (28) site visits were conducted by Sister Natasha Wright-Rankine, our Regional Administrator during the year in review. Sis. Wright-Rankine visited the departments located in Portmore, Linstead, Ewarton, and Spanish Town with Brother Romario Johnson who provided valuable support. The Identification Card link was used to process members IDs and presentations were made about the benefits offered by the JCSA, which resulted in 52 new members being recruited.

### **Recruitment**

A total of three hundred and thirty-four (334) persons were recruited during the period.

### **Member Development**

We want to engage our members more to help them to develop both personally and professionally so a questionnaire was shared with the members via the WhatsApp group to solicit feedback. These results will be used to chart our way forward.

## **St. Elizabeth (Black River) Chapter**

For the first time since its establishment, JCSA Black River boasted a fully dedicated Chapter Executive whose main objective was to foster the development, growth and sustainability of the Chapter.

### **Desk for a day**

For the review period, this initiative was hosted at the Black River General Public Hospital and the Black River Health Department, on the same day. Attempts were made for initiative to be hosted at the St. Elizabeth Convalescent Centre, however this was unsuccessful.

Periodical visits were also conducted by our Regional Administrator to the MDAs in the Chapter.

### **Civil Service Week**

The South Central Region kicked off Civil Service Week with church services in the Manchester, Clarendon, Santa Cruz and St. Catherine Chapters.

### **Mini Mart**

The Santa Cruz and Black River Chapters continued to support the Mini Mart with (Chapter Sale Day), with purchases totaling approximately Six Hundred Thousand Dollars (\$600,000).

### **Executive & Zonal Meetings**

Two (2) Executive Meetings were hosted during the period under review. A Zonal meeting was conducted for all Chapters, starting from the 2<sup>nd</sup> of October through October 28, 2021.

### **Town Hall Meeting**

President O'Neil Grant and the Office Corps held a Town Hall Meeting at the Cecil Charlton Hall in Mandeville on 16<sup>th</sup> February 2023, to address the Compensation Review and the way

forward in the Union. The Meeting was a success. Members and potential members attended via Zoom and face to face.

### JCSA Information Corner

The JCSA Information Corner was established via WhatsApp for all Chapters for the period in review.

Status of established Information Corners is as follows:

Status	Number
Installed to date	714
Installation Pending	1,252
Unable to accommodate due to lack of space	

### Projects

Two projects were conducted for the year in review:

#### The Sydney L Blake Basic School

The Manchester Chapter Executive Members, led by the initiative of our General Secretary, Sis Tifonie Powell-Williams who sits on the Board of the adopted school, installed windows, rendered, primed and painted the walls of the newly built classrooms. The Acting Principal, teachers, past students, Regional Administrator, Sis Rankine, a parent, Board Chairman and her husband were also on hand giving their support. The project was successful with the cost for the primer being only \$10,900.00, labour donated and lunch provided by the JCSA Manchester Executive.

#### Milk River Health Centre

Clarendon Chapter donated a wheelchair ramp to the Milk River Health Centre.

### Upcoming Project

JCSA Black River engaged The Parottee Basic

School in September 2022 and the plan to begin the assigned project by December, i.e. assistance in the completion of an isolation room and water tank, unfortunately did not materialize. JCSA Black River is fully aware of its social responsibility and as such, will be working towards the project's execution in the upcoming period.

### JCSA General Council Meeting

The Chapter Chair participated in the first meeting held on February 28, 2023.

### Strategic Priority: Service Delivery

#### Strategic Objective –

1. Improve Access to JCSA's Services
2. Utilizing the Regional Office set up to deliver services to our members
3. Improve levels of congruence between the Members' expectations and JCSA Service Offerings

#### Department Sub-Objective:

1. To visit MDAs in each Chapter
2. Coordinate quarterly chapter executive meetings Engage members on individual concerns and grievances
3. Communicate the latest happenings in the union
4. Grow and retain membership through active engagement at MDAs in the region

### Outcome

#### • Member Services

Members utilized the services offered by the Union by dropping off application forms, sending in grievances and making requests to the Mutual Thrift Society. Services provided for the period under review are as follows:

Service	Number
Department Visits	115
Identification Cards Issued	200
Housing Benefit	4
Education Grant	5
Presentations	15
Settled Grievances	36

#### • Membership Growth & Benefits

Chapter	New Recruits
St. Catherine Chapter	63
Clarendon Chapter	108
Manchester Chapter	81
Santa Cruz Chapter	40
Black River Chapter	35
<b>Total</b>	<b>327</b>

#### Email Data System for South Central Region

Contacts added to database are as follows:  
Three Hundred and Twenty-seven (327) new members recruited for the reporting period:

Chapters	Email Added
St. Catherine	355
Clarendon	520
Manchester	82
St. Elizabeth (Santa Cruz)	210
St. Elizabeth (Black River)	99
<b>Total</b>	<b>1,966</b>

#### Department Visits

(listed below)

Clarendon	
Electoral Office	Chapelton Health Centre
May Pen Health Centre	Chapelton Tax Administration Jamaica
Clarendon Health Department	Clarendon Branch Library
4-H Club	Clarendon Municipal Corporation
May Pen Hospital	May Pen Tax Administration Jamaica
Lionel Town Tax Administration	May Pen Telecommunication
Lionel Town Health Centre	Ministry of Labour and Social Service
Lionel Town Telecommunication	Social Development Commission
Lionel Town Hospital	National Works Agency
St. Augustine Place of Safety	Raymond Health Centre
Milk River Health Centre	Racecourse Library
Summerfield Place of Safety	Darlow Health Centre
Racecourse Post Office	Fairfield Community Health Centre

Manchester	
New Broughton Sunset Rehabilitation Centre	Tax Administration Jamaica (Christiana)
Mandeville Regional Hospital	Manchester Municipal Corporation
Mile Gully Health Centre	Manchester Parish Library
Sydney L Blake Basic School	Electoral Office Jamaica (Mandeville)



<b>Manchester</b>	
Mandeville Comprehensive Clinic	Kirkvine Post Telecommunication
Mile Gully Branch Library	Porus Health Centre
Mile Gully Electoral Office Jamaica	Williams Field Post-Telecommunication
Ministry of Labour and Social Service	Porus Branch Library
Social Development Commission	Cross Keys Health Centre
Percy Junor Hospital	National Work Agency
Electoral Office Jamaica (Christiana)	Newport Branch Library
Spaulding Health Centre	Newport Health Centre
Christian Branch Library	Spaulding Branch Library

<b>Santa Cruz</b>	
Balaclava Health Centre	Electoral Office Jamaica
Social Development Commission	Rural Agriculture Development Authority
Tax Administration Jamaica	Manning's Place of Safety
Victim Support	Southfield Health Centre
Child Protection and Family Services Agency	Goshen Health Centre
Santa Cruz Post & Telecommunication	Munro College
Santa Cruz Branch Library	Junction Branch Library
Ministry of Labour and Social Services	Maggotty High School
St. Elizabeth Technical High School	Junction Health Centre
St. Elizabeth 4H Club	Lacovia Health Centre

<b>Black River</b>	
Black River Hospital	Black River Tax Administration
Black River Health Centre	Black River Magistrate Office
Black River Parish Library	New Market Post and Tele-communication
Police Convalescent Centre	Black River Municipal Corporation
Black River Post and Tele-Communication	Transport Authority
Electoral Office Jamaica	Black River High School
Black River Municipal Corporation	

<b>AFFILIATED ORGANIZATIONS:</b>
Public Services International (PSI)
Caribbean Public Service Association (CPSA)
Jamaica Confederation of Trade Unions (JCTU)

**WESTERN REGIONAL OFFICE**

The Western Regional Office of the JCSA held its Annual General Meetings for all Chapters in the Region: Hanover, St James, Trelawny and Westmoreland. One of the objectives of each meeting was to ensure that the mandate for the Rural Elections were upheld.

- Sister Patrice Porter - *Administrative Manager*
- Brother George Thorpe - *Industrial Relations Manager*
- Brother Junior Lattibeaudiere - *Senior Industrial Relations Officer*
- Sister Helen Mason - *Administrative Assistant to the President*

The following Executive Members were present and ensured the success of these meetings:

- Sist Techa Clarke-Griffiths - *Zonal Chair*
- Sister Tifonie Powell-Williams - *General Secretary*

The following table shows the result of each Chapter’s election:

	<b>Outcome</b>	<b>Executive</b>
<b>Westmoreland</b>		
26/01/22  The Source Community Centre	A new Chairman & Vice Chair were elected.	Chairman - Sis. Delsie Malcolm Vice Chair - Tamara Smith Secretary - Andrea Patterson Assistant Secretary - Nordia Miller-Gray Treasurer - Nordia Nathan Public Relations Officer - Rosemarie Bucknor Assistant PRO - Cassandra Davis
<b>Hanover</b>		
26/01/22  RADA Lucea	The Executive was unanimously returned.	Chairman - Bro. Brandon Clarke Vice Chair - Sis. Ramona Wilson-Grant Secretary - Sis. Roxann Stennett Public Relations Officer - Bro. Donovan McLarren Assistant PRO - Sis. Annette McKenzie Treasurer - Jerry Scott
<b>Trelawny</b>		
27/01/2022 Falmouth Town Hall	A new Treasurer was elected.	Chairman - Bro. Clance McGhie Vice Chair - Bro. Robert Thompson Secretary - Sis. Nashay Reid-Lewis Assistant Secretary - Sis. Julian Rose-Campbell Treasurer - Sis. Alyssa Powell Asst. Treasurer - Sis. Yanique Brady-Drummond Public Relations Officer - Sis. Althea Broadiee Assistant PRO - Sis. Jalissa Barrett-Thorpe

	Outcome	Executive
<b>St. James</b>		
27/01/22  St. James Parish Church	A new Chairman was elected.	Chairman - Sis. Petrina Hudson-Myrie Vice Chair - Sis. Genevieve Marsh Secretary - Sis. Eucynth Gayle Assistant Secretary - Sis. Andrea Kerr Public Relations Officer - Sis. Elaine Edmondson Assistant PRO - Sis. Garreth Dalbert Treasurer - Bro. David Miller Assistant Treasurer - Bro. Omar Clarke

As a means of continued empowerment, training was done on February 25th, 2023 conducted by Sister Techa Clarke-Griffiths and Sister Tifonie Powell-Williams for the Western Region’s Executive members.

**JCSA’s Birthday Celebration**

The JCSA’s 103rd Birthday Celebration was hosted at the Western Regional Office and was attended by members from across the Western Region. They participated in competitions of bun eating, soda drinking and treasure hunts. The day’s festivities were well received and attendees were treated with finger foods and received tokens.

**St. James Chapter Report**

The year saw the team coming together to fulfill the mandate of the chapter, to further extend the Jamaica Civil Service Association. Despite the slow return to normalcy after the pandemic and the various challenges the team faced during the year, we weathered the storm and were successful in all our efforts.

The following is a breakdown of activities for the period June 1, 2022, to January 28, 2023.

**Activity:**

- **Planning JACISERA Kids for Change Summer Camp 2022 for children aged 4-17 years old.**

**Team Lead:** Sis. Petrina Hudson-McIntyre (Chapter Chair)

**Objective:**

- Finding the perfect location to host the camp
- Sourcing sponsors, presenters and volunteers.

**Outcome:** Dates set and supplier list compiled.

**August 22-26, 2022**

**Activity:** JACISERA Kids for Change Summer Camp 2022

- Curriculum:
- Art and craft
  - Social etiquette
  - Floral arrangements
  - Sign language

**Presentations:**

- Jamaica Constabulary Force, Community Safety Branch (Freeport Police Station)
- St. James 4-H
- St. James Fire Prevention Department
- Child Protection & Family Service Agency
- St. James Forestry Department
- Sister Petrina Hudson-McIntyre
- Sister Genevieve Francis Marsh
- Sister Andrea Kerr

**Location:** St. John's Methodist Church, 9:30 a.m. to 2 p.m. daily

**Objective:** Enhance Awareness and Self-worth

**Theme:** Strength for the Future

**Outcome:**

- 23 campers graduated, with parents, the Executive Team and volunteers in attendance.
- Tokens awarded to volunteers and certificates were awarded.

#### **October 13-14, 2022**

**Activity:** Walk Throughs

**Location:** St. James Parish Court; Cornwall Regional Hospital; St. James Parish Library

**Outcome:** Over 100 IDs were processed over the two days' visit. New members were recruited.

#### **November 1, 2022**

**Activity:** Jamaica Civil Service Mutual Thrift Society Office Launch

**Location:** 44 Thompson Street, Montego Bay

**Objective:** Improve member convenience

**Outcome:** First Thrift Office opened in the Parish

#### **November 16-18, 2022**

**Activity:** International Men's Day - Quiz competition

**Location:** Various

**Objective:** Motivate, encourage and inspire members

**Outcome:**

- Three (3) winners published in Member WhatsApp groups
- Tokens sponsored by PetVer Party City

#### **November 20-25, 2022**

**Activity:** Civil Service Week - Church Service Messages by: Hon. Andrew Holness (Prime Minister)

Sir Patrick Allen (Governor General)  
President O'Neil Grant

**Location:** St. John's Methodist Church

**Outcome:** Eight (8) lapel pins were given to Civil servants and a token given to a senior celebrating her birthday.

#### **November 21- 25, 2022**

**Activity:** Quiz Competition

**Location:** Various

**Objective:** Motivate, encourage and inspire members

**Outcome:** Each winner received a token courtesy of PetVer Party City

#### **November 27, 2022**

**Activity:** Feeding of the homeless

**Location:** Care Centre for the Homeless, streets of St. James

**Objective:** Community Outreach

**Outcome:** Over 50 breakfast packages were handed out

#### **January 30, 2023**

**Activity:** Departmental Visits by Sis. Petrina Hudson-McIntyre (Chapter Chair)

**Location:**

Summit Police Station

Freeport Police Station

Cornwall Regional Hospital - Medical Records Department

St. James Parish Library

St. James Parish Court

Electoral Office, St. Claver's Ave.

**Objective:** Increase visibility

**Outcome:** Tokens and calendars were distributed to members

### **Annual General Meeting**

Our Annual General Meeting was held at St. John's Methodist Church Hall on January 26th, 2023 at 11:30 a.m. It was well planned, organized and executed by the Executive members led by Sis. Petrina Hudson-McIntyre (Chapter Chair). Sister Drummond was in charge of refreshment. Over 25 members were present in person with over forty-seven (47) members present online.

Moderator Sis. Simone Oates conducted the proceedings

Personnel from the JCSA Head Office in Kingston in attendance were:

O'Neil Grant - President

Tifonie Powell-Williams - General Secretary

Techa Clarke Griffiths - 1st VP

Kelvin Thomas - 2 VP

Clarence Frater - 3VP,

Melaini Mullings Arnold - Honorary Treasurer

Arlington Roberts - Executive Committee Member

George Thorpe - Industrial Relations Manager

Helen Hutchinson - Public Relations Manager

Shanee Grant - Public Relations Officer

President Grant, who was the guest speaker, addressed the members on various topics including the Compensation Review. He informed members that he would be stepping down from the office of the President. President Grant was presented with a plaque from the Western Regional Chapter Chairs for outstanding service and serenaded by Sister Zeresha Donald-Wollery.

President Grant also made a presentation of a token to Sister Kay Francis for being the most supportive member in our Chapter. Tokens were also handed out to other individuals from the Chapter.

The recruitment of new members is very vital to the association, (140) one hundred and forty new members joined the union in 2022 bringing the membership to a total of three thousand five hundred and seventeen (3,517). The period under review was successful mainly through the cooperation and support of team members.

### **August 2022 - JACISERA Kids for Change Camp**

A team from the Secretariat, headed by The General Secretary, Sister Tifonie Powell-Williams, the 1st Vice President & Monitoring Officer, Sister Techa Clarke-Griffiths and Industrial Relations Manager, Brother George Thorpe, responded to the request from members of the Region concerning the Compensation Review, a demand for JCSA IDs and Industrial Relations matters. Meeting points were set up at ID locations to meet with members from various Ministries and Authorities and to present information on the implementation of the Compensation Review.

Several grievances were also handled as part of the process. As a result of this exercise, over two hundred and forty (240) JCSA IDs were processed and forty (40) new members recruited.

At the end of each presentation, there was a question and answer segment, to ensure information was properly disseminated and that the attendees had a clear understanding of the Compensation Review and its implementation.

### **JCSA Mutual Thrift Society**

The Jamaica Civil Service Mutual Thrift Society opened its offices in the Western Region on November 1st, 2022, at 44 Thompson Street, Montego Bay. Staff Member, Mrs. Simone

McGann-Lewis had been serving the membership and addressing concerns such as salary deductions, loans, withdrawals from Shares, recruitment etc. She had also been on field visits as well as “Desk for A Day” with the Regional Administrator of the JCSA Western Regional Office. Members have expressed their satisfaction with the Thrift Society being in the West and have applauded the JCSA for such a wonderful gesture.

### Civil Service Week

In commemoration of Civil Service Week, all the Regional Chapters attended a Church Service at Lucea New Testament Church of God in Malcolm Heights, Lucea. Our 1st Vice President and Zonal Chair, Sister Techa Clarke-Griffiths journeyed from Kingston to participate in the day’s worship. She greeted the congregation and then read the President’s Message. Trelawny Chapter Chair, Brother Clance McGhie, read the Governor General’s Message followed by Hanover Chapter Chair Brother Brandon Clarke, who read the Prime Minister’s Message. Sister Clarke-Griffiths also participated in another St. James Chapter activity which was the feeding of fifty (50) street people. This was a successful event.

### Membership Growth & Retention

A total of Three Hundred and Ninety (390) emails were added to our database for the year 2022, bringing our total to Three Thousand Six Hundred and Sixty Two (3,662) emails to date.

Chapters	Added For The Year	To-Date
St. James	146	1650
Hanover	66	602
Trelawny	62	650
Westmoreland	116	760
<b>Total</b>	<b>390</b>	<b>3,662</b>

### Office & Site Visits

Many departmental visits were done which also included Desk For A Day. Efforts were made to ensure that every member within the department was aware of the functions and benefits of the JCSA. The Region’s database now carries a total of Three Thousand Six Hundred and Sixty-Two members since the office was established.

### Grievances

A total of twenty-five (25) grievances were logged during the year under review. Nine (9) of these grievances were resolved at the local level.

Chapter	Grievances
St. James	12
Hanover	4
Trelawny	8
Westmoreland	7
<b>Total</b>	<b>31</b>

Parish	Office Visits	Desk For A Day	Completed applications	To Date
Hanover	66	15	60	602
Trelawny	60	16	20	650
St. James	98	20	120	1650
Westmoreland	121	16	142	760
<b>Total</b>	<b>329</b>	<b>66</b>	<b>342</b>	<b>3,662</b>

**Mutual Thrift Society**

Sixty-six (66) applications were collected through the Region's Office for the year 2022.

Chapter	Thrift Applications
St. James	20
Hanover	11
Trelawny	10
Westmoreland	25
<b>Total</b>	<b>66</b>

**Western Mini Mart**

The Western Mini Mart, which provides additional benefits to members, was opened in July 2021 at 44 Thompson Street, Montego Bay. Approximately Four Hundred and Nine (409) members shopped at the Mini Mart during 2022 and enjoyed a fifteen percent (15%) discount applied to their purchases. Members as far as Westmoreland have called in orders, had their items delivered to them. Plans are in place to extend this service to other Chapters, as well as having sale days in various Departments across the Region.

**Members' Service and Affiliation Committee**

The following is a report on activities submitted by the Members' Service and Affiliation Committee for the period June 2022 through to February 2023.

**Monitoring**

Officer: Sis. Melaini Mullings-Arnold  
 Co-Chairs: Sis. Ann Marie Campbell Bell  
 Sis. Tracy-Ann Sinclair-Stewart  
 PR Officer: Bro. Livingston Burnett  
 Assistant PR Officer: Bro. Fitzroy Salmon

Treasurer: Bro. Errol Scott  
 Secretary: Sis. Netollia Fairweather-Sims  
 Members: Sis. Carmelita Pessoa McGregor  
 Sis. Sandra Cameron

Assigned Staff: Sis. Michelle Williamson

The committee continued its mandate of getting and improving benefits for its members; the major activities included:

1. Updating the discount listing
2. Reviewing the Care Fund Policy
3. Updating Members' Benefit Booklet

**Discount Houses**

Over sixty (60) contracts (new and renewed) were signed. The list was published December 2022. New organisations will continue to be added with each visit to rural parishes.

**Care Fund Policy**

The Care Fund Policy seeks to assist members who are experiencing financial challenges. The MSA Committee contributed to the policy revisions and updates effective February 2023.

**Help Desk**

Members' needs and queries were serviced, especially relating to the importation of vehicles.

**Benefit Booklet**

The Benefit Booklet is being updated and is scheduled to be in circulation by May 2023. This booklet is geared towards increasing the awareness of the benefits of the Jamaica Civil Service Association, its aims and its objectives.

### Industrial Relations Committee

The Industrial Relations Committee comprises the following members:

Kelvin Thomas  
 Kevin Cornwall  
 Yanique Ameir Cummings  
 Geraldine Miles  
 Robert Chung  
 Nicola Morrison  
 Michsica Green  
 Maud Chambers  
 Tasheena Campbell  
 Alrington Roberts  
 Junior Nicholson  
 Allan Carter  
 Ingrid Edwards  
 Geoffrey Marshall  
 Nikita Austin  
 Rhonda Pryce  
 Oshane Mckay  
 George Thorpe  
 Junior Lattibeaudierre  
 La'Toya Spence  
 Peta-Gaye Williams

The Monitoring Officer along with the Co-Chairs and other members of the committee met face to face in the White Room at JACISERA Park, to continue discussions and examination of the JCSA Industrial Relations Handbook.

The Monitoring Officer and Co-Chairs continued discussions at the Caledonia Avenue office regarding the wording and content for the JCSA Industrial Relations Handbook which will guide the members of our association.

In the last two years, it was agreed that the JCSA Industrial Relations Committee would be

predominantly policy driven. Four (4) main functions of the committee were identified and are outlined in the Terms of Reference as follows:

1. To examine existing Human Resource/ Industrial Relations Policy Documents/ Laws that govern public sector workers and to make appropriate recommendations where they need to be amended.
  - The Public Service Regulations, 1961,
  - The Staff Orders of the Public Service 2004
  - The Grievance Policy for the Public Sector 2013
  - The Maternity Leave Act, etc
2. To examine the existing JCSA Industrial Relations Internal System and to make recommendations for their improvement where necessary.
  - Review of current Case Management System
  - Technology to access grievance files remotely
  - Letter advising member (s) of closure of grievance
  - Appeal in regard to closure of grievance etc.
3. Continuation of developing Industrial Relations policy documents to assist delegates in their representation of members.
  - JCSA Industrial Relations Procedures Manual for departmental representatives.
4. To assist the JCSA Industrial Relations Unit in reducing their workload by undertaking minor grievance matters and to create the



environment for representatives, especially for those who were trained in the Professional Certificate in Industrial Relations Course to work closely with the Industrial Relations Unit.

Tuesdays of each week, the Industrial Relations Unit could facilitate these individuals. This would be done in consultation with the Secretariat and in keeping with the health protocols.

Our main focus this year is the JCSA Industrial Relations Procedures Manual, which is half way through. Our mandate is to at least have a draft of the handbook by the end of this year, but with Covid 19 pandemic it has slowed the process down. Notwithstanding, we are still working on it and are halfway through discussions.

### **JCSA Policy and Constitution Committee**

Monitoring Officer: Sis Techa Clarke-Griffiths

Co-Chairs: Bro. Shawn Mitchell  
Sis. Camille Buford

Staff Representative: Sis. Tifonie Powell-Williams

Nineteen (19) persons were listed as committee members during the period, however the active members were:

Shawn Mitchell

Camille Buford

Allan Carter

Megan Malcolm

Millicent Forbes-Christie

Peta-Gaye Williams

Stacy-Ann Clarke

Suzette Grant

Tasheena Campbell

Ingrid Edwards

Racquel Campbell

During the period under review, two (2) meetings were held via Zoom:

- September 21, 2022 and
- January 25, 2023.

Both meetings commenced at 7:00 p.m. and at each sitting a quorum was in attendance.

During the period under review, one (1) Policy was reviewed and submitted to the Executive Committee - The Care Fund (Financial Assistance) Policy - which was rebranded as the Members Assistance Policy. Though this policy was previously submitted for the Executive Committee's consideration in the 2021-2022 period, it was returned for the PCC to expand the scope of assistance granted to members. This was to be able to adequately address both its financial and non-financial benefits to the members, as well as to establish a direct assistance programme or guide, in order to assist members in accessing said benefits.

The adjusted document was submitted for the General Secretary's perusal and subsequent referral to the Executive Committee. The policy was approved and the Policy Constitution Committee members were commended by the Executive Committee for the tremendous work done on the Policy.

The Co-Chairs extend heart-felt appreciation to our Monitoring Officer, Sister Techa, for her continued support and encouragement over the period and to our committed committee members for their tireless support and encouragement.

### **Men's Coalition Committee (MCC)**

Monitoring Officer: Bro. Clarence Frater:

Co-Chair: Bro. Allan Carter.

Co-Chair/Asst.PR: Bro. Nikhail Campbell\*

Staff Representative: Bro George Thorpe

Secretary/Fitness

Adviser: Bro. Jerry-Neal Richards

Asst. Secretary: Bro. Christopher Scott  
 PR Manager: Bro. Alrington Roberts  
 Research Officers: Bro. Andre McLeod  
 Bro. Okieve Kerr  
 Project Officer: Bro. Denson Riley  
*Newly installed*

### **Ex Officio Members**

Bro. President: O'Neil Grant  
 Bro. 2<sup>nd</sup> Vice: President Kelvin Thomas

### **Committee Members**

Bro. Robert Chung  
 Bro. Stephen Brown  
 Bro. O'neil Thomas  
 Bro. Richard Hutchinson  
 Bro. Oshane McKaye  
 Bro. Michael Kerr  
 Bro. Leonard Smith  
 Bro. Alphonso Johnson  
 Bro. Geoffrey Marshall  
 Bro. Joseph Heron

Since its inception in 2019, the Men's Coalition Committee has seen the steady growth of the Committee and the positive impact made on the JCSA membership and the wider Public Service. The mandate for the Committee for the period June 2022- February 2023 was to build on the accomplishments of previous years and sustain 'the brand' of having a renowned positive influence on men in the civil service. The team expertly planned and executed the various activities, through the co-ordination of the Co-Chairs.

**Motto:** Unity is Strength Among Brothers

**Vision:** To become the leading and most sought-after male civil advocacy group in Jamaica and the Caribbean, catering to the holistic development of men in the public service and general population.

### **Mission :**

- We will lead talks on male related policies in the public service with the aim of having at least 3 male representatives at each Executive sitting of the JCSA.
- We will grow male membership of the JCSA by 10% by the year 2025.
- We will increase the options available for men to become more physically and mentally active and healthy.
- We will have increased outreach to disenfranchised males annually.

### **Meeting Dates**

The Committee meetings were scheduled for every last Thursday of each month. Activities below highlight mostly activities outside the Committee's monthly meetings:

Month	Activities and Events	Focus
June	Zoom retreat	Calendar of Events to achieve strategic objectives
	Fathers' Day Message using WhatsApp/ Social Media	Acknowledgement of Fathers
July	Affirming Fathers Forum	Using Emotions as the Glue that Keeps the Family Together.
	Johnnie Walker Sponsored Corporate Wellness Workshop - Men-Tell Hosted by Kiki Thombs & Ruthlyn Johnson	Encouraging men to be more focused on their purpose
	Appointments	Assignment of roles to: Bro. Xavier Hutchinson* - Budget Manager Bros. Andre McLeod & Okieve Kerr - Research Officers. *since resigned
August 3rd	Hugh Shearer Labour Studies Institute Forum Host: Dr Marsh Presenters: Senator Kavan Gayle, CD, Mr. Granville Valentine, CD,JP	Positioning Negotiations on Maternity and Paternity
August 24th	Online Forum: Fathers Affirming Fatherhood Host: Errol Fabien (Trinidad & Tobago) Panelists: Sean Wright (Canada) Steven Whittingham (Jamaica) Anderson Langdon (Barbados)	Paternity Leave in the Caribbean
August 25th	Quarterly social meeting Guest speaker: Dr. Marsh (Head of HSLSI)	Paternity Leave
September 9th	Start of Tour of MDAs - Ministry of Finance and the Public Service, Offices of the Services Commission, Ministry of Health & Wellness, Ministry of Education and ODPEM.	Promotion of Man Talk 101

Month	Activities and Events	Focus
September 28th	2nd installment of Man Talk Hosted by: Dr Orville Taylor (Radio & Talk Show Host) Prof. Wendel Abel (Mental Health Expert - UWI) Mr. Rodney Campbell (Radio & Talk Show Host)	Men's Mental Health and Relationships
October 12	Webinar: Men with a purpose hosted by Men Incorporated.	
	Committee Meeting	Discuss and finalize budget plans for early submission.
November 19th	International Men's Day Award Ceremony & Groundbreaking Ceremony of the Men's Garden/Chill Spot Host: Bro. Jerry Neal Richards Keynote Speaker: President Grant	Honouring exemplary men of the JCSA
	International Men's Day Event at the Pegasus Hotel Host: Ministry of MCGES	Celebrate International Men's Day
December 2nd	Committee Social	End of year treat for the brothers
December 30	Committee visit to the Forestry Department	Collecting approved donations for the Men's Garden
December 31	Committee visit to severely injured former civil servant Mr. Christopher Perkins, father of 5	Handover of cash/kind donations from the Men's Committee, WAC, JCSA members, The Salvation Army. The MCC petitioned the MOH on his behalf for rehabilitative surgery.
January 21, 2023	Men's Garden work day with Project Manager and 4 brothers	Development of the Men's Garden
January 26, 2023	MCC monthly meeting with 8 members present	Presentation on Feminism by Bro Okieve Kerr and Bro. McLeod. Approval of purchase of branded shirts for the Executive

## Young Workers' Committee

Monitoring Officer: Sis Techa Clarke-Griffiths

Co-Chairs: Bro. Nikhail Campbell\*  
Bro. Cadegia White\*

Secretary: Bro. Charmaine Hamilton

*\*Newly appointed*

The Young Workers Committee is the junior arm of the JCSA geared towards molding the future leaders of the JCSA and also serving as an avenue for them to have their voices heard.

### Meeting Dates

Committee meetings were scheduled once each month. Activities below highlight mostly activities outside the Committee's monthly meetings:

#### June 2022

The Committee met and discussed the plan of action for the year ahead,

#### July 2022

Preparatory meetings were held on July 15, 2022 to outline duties and responsibilities of the new committee which were overseen by Monitoring Officer Techa Clarke-Griffiths, Sister Tifonie Powell-Williams and Sister Racquel Stephenson.

The Committee's first official meeting was held on July 20, 2022. The Jamaica Independence greeting project was introduced to start building the presence of the young worker's committee. Brother Nikhail Campbell was charged with developing the design collateral for the project which was later accepted.

#### August 2022

On August 1st, the Independence Day flyers were shared with the wider public, which were

greatly received. The committee was praised for its efforts.

#### September 2022

Two conferences were held in September and attended by our representatives - the SUBRAC Young Workers' Caucus, held in Trinidad and Tobago, (attended by Cadegia White) and the Caribbean Public Service Association (CPSA) held in Bridgetown, Barbados (attended by Nikhail Campbell).

#### The SUBRAC Young Workers' Caucus

12 representatives attended from Guyana, Bermuda, Jamaica, Barbados, St. Vincent & the Grenadines, St Lucia, Trinidad & Tobago, and Antigua from the Health, Local Government, Utilities, Finance and Labour Relations sectors. The key issues identified were that of migration, mental health and digitalization.

#### General Concerns

Concerns included the lack of inclusion of young workers (presence vs voice), lack of upward mobility, limited training and exposure, a dedicated space, access to higher paying technical jobs that are dependent on prohibitively unreachable years of experience and little security as offered by temporary/contract positions.

#### Next Steps

- Changing the role of Labour bearing in mind that unions were more industry based and technology has changed the issues facing workers.
- Showing young workers the importance and benefits of joining unions.
- Using statistical data to understand and advocate for young workers - research and education

- Building capacity to bring other young workers into the fold of the trade Unions by advocating the roles of young workers and their knowledge of the law. e.g. Regional Youth Campaigns.
- Provision of a 2-hour segment within the SUBRAC.

### The Caribbean Public Service Association

The 50th annual conference was held September 11-16, 2022 in Bridgetown Barbados under the theme “Celebrating and Building on 50 Years”. 13 countries were present.

Issues addressed:

- Review of the constitution to make provisions for young workers to be more involved in decision-making.
- Having a permanent structure
- Register CPSA in an affiliate country as an NGO.
- Setup business management
- The gap between the older and younger members of the CPSA.

### October 2022

Activities led by Brother Nikhail Campbell on October 12, 2022 included giveaways and trivia on Jamaica’s heritage in an effort to increase group participation.

On October 25, 2022 there was a discussion chaired by Co-Chairman Nikhail Campbell, regarding difficulties young workers face in upgrading their qualifications within the various MDAs. The question was raised about any set policies for training and/or certification of junior staff to gain better employment opportunities. Brother Nikhail Campbell presented a draft of a new proposed logo to the General Council.



### November 2022

A meeting was held on November 15 and our monitoring officer Sis Techa Clarke Griffiths explained the status of the compensation review and provided a greater understanding of the whole process.

A detailed presentation was done by Bro Nikhail Campbell who attended the Caribbean Public Service Association 50<sup>th</sup> Conference held in Bridgetown, Barbados from September 11-16, 2022. His presentation also included the SUBRAC Young Workers’ Caucus which was attended by Cadehia White.

### January 2023

An official proposal document was created and submitted to the Secretariat detailing the features of our talk show, “*The Working Class*” including resources, format, personnel and content.

### February 2023

A meeting was held on February 15 to discuss details of the proposed talk show. Members expressed their interest in participating and provided suggestions. A follow up meeting is set for March 5, 2023 at Jacisera Park to start working on the content for the first episode.

## Sports Committee

Monitoring Officer: Sis. Melaini Mullings-Arnold

Co-Chairs: Bro. Alrington Roberts  
Bro. Raymond Poyser

Members:

Bro. Ewan Harvey

Bro. Carvel Banton

Bro. Rohan Skyers

Sis. Trishon Mason-Hemans

Sis. Latoya Williams

Sis. Melesia Kerr

Bro. Jerry-Neal Richards

Bro. Raymond Austin

Bro. Rolforde Johnston

### Introduction

Subsequent to the General Council Retreat in June 2022, the Sports Committee set out to reignite the flame for the Sports Programme. The Committee decided to be more strategic in its operations and approach, in an attempt to enhance and maintain the vibrancy of the Sports Programme. This decision was taken due to:

1. the hiatus caused by the COVID-19 pandemic, which prematurely ended our Competitions in 2020 and
2. the need to rekindle the interest and passion our members had prior to the pandemic.

Throughout the lockdown period, countless individuals approached the Sports Committee enquiring about the next move and how the Sports Programme would get underway.

### General Operations

During the period June 2022 – February 2023, the Sports Committee convened 12 meetings to

plan and execute a vibrant and competitive programme. The regular meeting of the Sports Committee is on the first Wednesday of each month however, the frequency of meetings usually increases whenever the Committee is hosting a Competition.

### Bereavement and Loss

The Committee encountered great loss and sadness following the sudden passing of our dear Sister, Kenecha Williams-Splatt, who was a bundle of energy. Sister Williams-Splatt attended the first meeting of the Committee in this administrative year and was enthusiastic about playing a leading role in our operations. She will forever remain in our hearts.

### Sports Extravaganza

The major activity was the Sports Extravaganza which was held for 5 weeks, during the period September 30 – November 18 with matches being played only on Fridays. It featured six-a-side football, netball with two 12-minute halves and 30/30 dominoes. Each match was 30 minutes long or the first team to score 30 points would be declared the winner.

Eighteen Ministries, Departments and Agencies participated as members came out to play, support and interact with each other. Each Friday, JACISERA Park was transformed into a kaleidoscope of colours. Other activities conducted or undertaken by the Committee during the period included:

- preparing flyers and other advertising collateral
- promoting the event
- following up with Managers/Captains or contacts at MDAs
- contacting and negotiating with match

officials (referees and umpires) to arrange fee package

- processing registration forms
- finalising rules for each competition
- preparing the field, court and domino section
- managing the event

The winners and runners-up were as follows:

### **Football**

Office of the Prime Minister  
Ministry of National Security  
Child Protect & Family Services Agency

### **Netball**

Jamaica Customs Agency  
Ministry of Health & Wellness  
Department of Correctional Services

### **Domino**

Registrar General's Department  
Ministry of Finance & the Public Service  
Ministry of National Security

### **Inventory Exercise**

An inventory and stock taking exercise was carried out on **Saturday, August 13, 2022**, of the sports equipment and resources currently stored at JACISERA Park. This was conducted ahead of the Extravaganza to determine if additional purchases would have been required. The Committee submitted an Inventory Report to the Secretariat as part of its responsibility for the stewardship of the sporting assets of the Association.

### **Major Competitions**

Following the successful staging of the Sports Extravaganza, the Committee quickly shifted

gears and commenced the planning process to host the annual sports competitions. These competitions will feature regular football, domino, netball and table tennis games. Three (3) meetings were held in February and March, to plan for the upcoming competitions.

### **Mini Mart Management Committee**

Monitoring Officer: Clarence Frater  
Co-Chairs: Pauline Anderson  
Latoya Brown

Members:  
Rolando Noble  
Suzette Grant  
Vincent Allen  
Junior Dunn  
Patricia Jackson  
Angela Burrell  
Sandra Cameron  
Crystal Lee-Brown (Staff Assigned)

The Mini Mart is managed by the JCSA Secretariat with the assistance of a Management Committee. The objective of the Mini Mart is to provide non-perishable consumer goods at a reasonable cost to the general membership of the Association. The Management Committee monitors the operations of the Mini Marts to ensure efficiency and is expanding the service to our members across the island.

The Mini Mart Management Committee Meetings are convened on the first Tuesday of each month. During the Administrative Year, a total of eight (8) meetings were held. Below are the meetings with the main items discussed:

During the period under review, the Mini Mart Management Committee planned and executed scheduled activities for the Administrative Year.



Date	Focus
July 2022	The delivery service Credit application processing with suppliers with the aim of increasing the items for sale at the Mini Marts.
August 2022	Financial Position of both Mini Marts Hosting of a sale day at Kingston Public Hospital (KPH)
September 2022	Expired goods from the Western Region Mini Mart Organisation of the pre-order sale day for the National Public Health Laboratory/Blood Bank and Black River Chapter
October 2022	Promotional activities and recommendations for the Mini Mart Preparation of the Budget Visit to Western Region Mini Mart
November 2022	Update on the status of the processing of credit applications Hosting a sale day at Kingston Public Hospital
December 2022	Preparation of the Calendar of Events Organisation of the Pre-order Sale Day for Jamaica Library Service (JLS) Planning on-site Sale day at Cornwall Regional Hospital Feedback from meeting with the Secretariat Staff (CRH)
January 2023	Circulation of the Inventory Policy Analysis of data of survey for the Delivery Service of the Mini Mart
February 2023	Procurement of feather banner and display shelves to improve the aesthetics of our sale environment Promotion of the JCSA Mini Mart particularly at on-site Sale Day events Planning for an on-site Sale Day scheduled for the Ministry of Finance and the Public Service in March 2023.

#### Site Visit to the Western Region Mini Mart

The Co-Chairs of the JCSA Mini Mart Management Committee, Sisters Pauline Anderson and Latoya Brown and Committee Member, Bro. Rolando Noble, visited the Western Mini Mart location on Wednesday, November, 23, 2022 in an effort to:

- Fulfil the Committee's mandate to oversee the operations of the Mini Marts and to make recommendations to the Secretariat regarding its operations.
- Allow for Co-Chair, Sis Latoya Brown, to visit the Mini Mart and for her to have a firsthand view of the facility.

- Prepare for the planned Sale Day scheduled to take place on February 24, 2023 at the Cornwall Regional Hospital.
- Discuss the possibility of promoting the Mini Mart based on the increased flow of members and potential members to the JCSMT Society.

#### Recommendations

- The installation of an appropriate "visible display sign" for the Montego Bay Mini Mart
- The need for Pre-order Delivery Sale Days to be planned and executed for the Western Region and for sale activities to take place from the Western Mini Mart.

- Communication with JCSA Chapter Chairs in the Western Regions regarding feasibility of Sale Day activities within their regions.
- Procurement for JCSA branded reusable Shopping Bags for the Mini Mart.

**Budget Call**

The Mini Mart Management Committee responded to the Budget Call for 2022/2023. This spreadsheet outlined the projected income and expenditure for the administrative year 2022/2023 and was submitted to the Secretariat for approval.

**Sale Events**

**\*Preorder Sale day**

A pre-order sale day involves:

- (i) planning and outlining the need for potential buyers to submit their orders within the proposed deadline;
- (ii) having volunteers of the MMMC attend JACISERA Park Mini Mart on the day prior to the Sale Day to assist with the writing up of orders and the packing of goods;
- (iii) having the goods delivered on the day and payments collected by a representative of the JCSA Accounting Department. The options for payment are also discussed in the client’s survey.

Events or Activities for the year 2022/23				
Date	Venue	Event	Total Sales	Notable Mention
September 23	Kingston Public Hospital (KPH)	Back to School Sale Day	\$378,000.00	The staff at KPH
October 28	National Public Health Laboratory/ Blood Bank	Pre-Order Sale Day	\$489,659.00	
December 22	Kingston Public Hospital (KPH)	Sale Day	\$480,193.73	Miss Cherrian Bower from the Secretariat’s Accounts Department
January 27	Jamaica Library Service	Pre-Order Sale Day	\$225,382.20	Sis Charmaine Hamilton, Departmental Representative from the JLS
February 24	Cornwall Regional Hospital	Sale Day	\$264,050.00	Desoree Powell from the Cornwall Regional Hospital. Ms. Elaine Edmondson and Ms. Garrett Galbraith

### **Delivery Service**

Based on the results of a survey conducted by the Secretariat on January 10, 2023, it was recommended that a pilot of the delivery service be conducted in the Kingston and St. Andrew areas, with a delivery fee of Five to Six Hundred Dollars (\$500-\$600) per person per delivery. Currently, arrangements have already started for the delivery service, through the transporting of goods for our on-site and pre-ordered Sale Day events.

### **Loyalty Rewards and Giveaway Winners**

The Jamaica Civil Service Association Mini Mart Management Committee was developed to give members the opportunity to have more spending power in a highly priced market and to bring value to its members with the provision of goods and services without the element of profit.

Our members play a vital role in our operations and it was recommended that the JCSA acknowledge members who have been consistent in procuring items from the Mini Mart, that is, from inception and on a monthly basis. Two (2) such customers/members were identified from Kingston and an additional two (2) members from the Western Mini Mart. The members are:

- Mr. Courtney Dussard - Kingston Public Hospital
- Ms. Tannia Coffie - Jamaica Defense Force
- Ms. Dionne Reneau - Cornwall Regional Hospital (Dietary Department)
- Ms. Cynthia Headley – St. James Fire Brigade Dept. (Retiree)

Gift certificates of Five thousand (\$5,000.00) were given to each member. This was one way of saying thank you for their loyalty to the Mini Mart. Going forward, this would be our way of giving back as we seek to safeguard the interests

of our members through services offered by the JCSA's Mini Mart.

The Committee had a giveaway promotion at the Kingston Public Hospital Sale day on December 22, 2022. The winners were presented with a gift basket on January 16, 2023 courtesy of LASCO Distributors and T. Geddes Grant Limited.

The winners were:

#### **Kingston:**

- 1st: Miss Delrose Henry, KPH/Emergency Laboratory
- 2nd: Ms. Glena Harding, KPH/Renal Unit
- 3rd : Ms. Tracy-Ann Hughsam, KPH/Pharmacy

#### **Western Region:**

- 1st: Ms. Genevieve Marsh – CRH/ Medicine and Treatment
- 2nd: Mr Gervon Hall – CRH/Transport Unit
- 3rd: Mr. Troy Black - CRH/Transport Unit

## **BUS COMMITTEE**

### **Government Employees Transport Services (GETS)**

#### **Facilities**

Facilities at the Lyndhurst Road Depot should be upgraded by the second quarter of the Financial Year 2023-2024 with the procurement process for contractors currently at an advanced stage. The estimate for repair work was submitted to the MoFPS for its Procurement Unit to take the required action.

#### **Route changes**

The rerouting of buses to facilitate easier commuting for passengers whose MDAs have

relocated has started and will be completed by the second quarter of the financial year 2023-2024.

### **Early departure of buses from designated stops**

The Committee is monitoring the few drivers who behave contrary to set guidelines regarding scheduled pickups at designated stops

### **Mergers**

The Committee is not satisfied with the level of mergers that is still taking place even though new buses would have been added to the fleet. The management of the service indicated that due to the age of the older buses, frequent malfunctioning occurs and most times, these happen at a time when it proved impossible to hire replacement buses; hence, the occurrences of mergers.

### **Behaviour on buses**

Disciplinary meetings have been held and appropriate action taken regarding undisciplined staff and passengers on some routes. Having an onboard surveillance system is being explored. Members must be sensitized to the use of the buses and their roles and responsibilities.

### **Training**

The Committee operates on the mantra - *finding ways to improve the service being offered to passengers*. The Committee has partnered with Bloomfield Jamaica Limited (BJL) in an effort to improve customer service. Training was conducted by BJL for its drivers

The Procedure Manual, as recommended by JCSA representatives, is being developed by BJL and will inform staff of the process to be followed whenever challenges arise. The Policy Manual that governs the operation of GETS is being revised by the Ministry. Both documents are geared toward developing a customer

friendly atmosphere amongst passengers and staff and to facilitate better service delivery.

### **Bus Passes**

Bus passes bought are not being used which creates a discrepancy in the number of passengers who actually took the buses.

### **Ridership**

A comprehensive review of passengers commuting on the buses has begun with a view to facilitate the addition of new passengers. To date, over 70 new passengers have been added. This is an ongoing activity that will see more passengers being added incrementally over time.

### **Accidents / Incidents**

Further investigations about an accident occurring on March 2, 2023 will be done by BJL, the Ministry of Finance and the Public Service (MoFPS) as well as the insurance company, which caused a driver to be injured.

Four (4) incidents or accidents were reported with one driver involved suspended. (BJL) did not inform the Ministry of the accidents or submit the related documents but were reminded by the Ministry to do so within 30 days.

### **Operations**

A meeting held with the Committee at the MoFPS determined that to be better able to effectively serve passengers, additional buses must be added to the fleet with a possible expansion of the service to other areas.

### **General Updates**

- Routes were maintained.
- Deep cleaning of buses continued.
- Shorter turnaround time when sourcing parts due to the availability and comparative prices.

- Sensitization sessions conducted by MoFPS for passengers
- Review of the GETS Passenger List
- Quota of drivers: Ten (10) plus one (1) Trainee. The recruitment process continued with Two (2) drivers shortlisted from tests undertaken – 1 male and 1 female.
- 10 buses functional and operational (as at September 2022)
- 6 buses (non-functional). These buses are to be boarded and awaiting the directive from the MoFP

### Public Sector Draft OSH Policy – Union Consultation Report

Public Sector Draft OSH Policy – Union Consultation Meeting hosted by Ministry of Finance & Public Service (MoFPS) Department Strategic Human Resource Management Division/ Employee Relations Branch

The session got started at 9:30 a.m. on November 22, 2022, with all the members of the session registered and in receipt of the folders to be used in the presentation. Representing the Jamaica Civil Service Association were Brothers Allan Carter and Robert Chung.

The first presentation dealt with:

- the introduction of the policy
- outlining the foundation of the policy and
- why we need to be involved at the table with the process.

The facilitator Mrs. Donesa Green Mckenzie, led the discussion, detailing the Draft OSH Policy page by page and fostered feedback. While going through the document, Brother

Chung highlighted that there was a gap with the missing background and the critical data that would guide the policy e.g. the use of the word ‘audit’ without a clearly defined protocol.

The JCSA is not pleased with the draft policy because we were not party to its development or allowed to participate in the analysis or interpretation of the data that informed the policy. We were also not provided with a copy for us to give a review to be resubmitted to the MoF&P.

We are also very disappointed with the way in which the draft policy was presented to us. As far as we are aware there is a structured process in developing policies that includes, but is not limited to:

- Data reaping and evaluation
- Analysis and evaluation
- Environmental scan
- Cost evaluation
- Hazard identification and evaluation
- Risk assessment
- Local legal situation
- International Convention and recommendations and
- Policy philosophy

With that belief, our expectation was that we would be presented with this information at this meeting or exposed to another structure or process that would inform us on how they arrived at the presented draft. Without this data, we are unable to discern if the policy draft meets expectations and we are in real danger of developing and implementing a policy that does not meet the needs of the Public sector. e.g. jurisdiction is not mentioned. We are also unclear as to which Public Sector institutions will be included in the scope of the policy. These and other issues will be addressed in our response to the Ministry of Finance team.

## *Salute to Bro. O'Neil Grant, MBA*

O'Neil Grant began his service to the Jamaica Civil Service Association as a Departmental Representative then moved onto serving as Honorary Treasurer from 2004 to 2009. He took the helm as President in 2010. His rise through the ranks and re-election as President, is indicative of the high esteem we hold for him and our undeniable trust in his abilities.

For the past 13 years O'Neil Grant has served the JCSA with dignity, vigour, virtue and with unwavering passion for the rights of its members, steadfastly championing the causes of the Public Sector. Having mentored numerous individuals, his legacy of fearlessness in the face of opposition for the benefit of our members, lives on.

As our brother, O'Neil Grant's presidency comes to an end, we acknowledge his years of dedicated service and wish him well.

We congratulate and salute you!



## PHOTO HIGHLIGHTS



*President Grant at the Ground breaking ceremony for housing units at Union Acres, Montego Bay.*



*President Grant on a courtesy call to Darlene Morrison, Financial Secretary.*



*President Grant speaking at the launch of Health Care Workers Appreciation Month.*



*Western Region's JACISERA Kids for Change Summer Camp 2022.*



*3rd Vice President Clarence Frater shows support for Sydney. L. Blake Early Childhood Institution in the South Central Region.*



*Brown's Town Chapter takes part in a Beach Clean Up.*

# PHOTO HIGHLIGHTS



*Executive Committee members*



*Departmental Representatives*



*Young Workers at CPSA Conference.*



*Officer Corps in attendance at Men's Coalition Committee's "Men Talk" presentation.*



*Netball Competition*



*President Grant surrounded by beauties.*



*Celebrating JCSA's 103rd Birthday.*



# 103<sup>RD</sup> AGM HIGHLIGHTS



*President O'Neil Grant makes his address.*



*President Grant shares a word with Techa Clarke-Griffiths, 1st Vice President and 3rd Vice President Clarence Frater.*



*General Secretary Tifonie Powell-Williams joins 2nd VP Kelvin Thomas and President Grant at the head table.*



*Proud awardees.*



*Melaini Mullings Arnold, Honorary Treasurer hails Sandra Brown, National Staff Relations Council Member as 2nd VP Kelvin Thomas looks on.*



*The Officer Corps greet the gathering at the Business Session of the 103rd AGM.*

# MINUTES OF THE 103<sup>RD</sup> ANNUAL GENERAL MEETING

## OPENING CEREMONY

of the Jamaica Civil Service Association  
JACISERA Park, Friday, May 26, 2022

### Day 1

#### CALL TO ORDER

Bro. O'Neil Grant called the meeting to order at 3:23 p.m.

#### THEME

Persistent and Consistent Advocating for the Worker Moving from Surviving to Thriving

#### NOTICE CONVENING THE ANNUAL GENERAL MEETING

General Secretary, Sister Tifonie Powell-Williams read the notice.

#### INVOCATION

Brother Shawn Mitchell, Departmental representative from Tax Administration Jamaica said the opening prayers.

*(Moment of silence observed for dearly departed comrades)*

#### ACKNOWLEDGEMENTS

President Grant delivered apologies from Mr. Errol Miller, Chairman of the Jamaica Civil Service Mutual Thrift Society and Miss Georgia Mogg, Secretary of the JCSA. He welcomed Miss Marva Ximinies, 1st Vice Chairman of the Jamaica Civil Service Mutual Thrift Society, past officer of the Jamaica Civil Service Association, Director of JCSA Housing Company, Director of JCSA and senior member of the Association and Sister Barber.

#### GREETINGS

*Brother Shawn Mitchell* welcomed the attendees and marked the significance of celebrating 103 years! Noting the differences in hosting the AGM after Covid - the wearing of masks and members in attendance online.

#### Excerpts from presentations:

**Ambassador The Honourable Douglas Saunders, O.J., C.D., J.P (virtual)**

*[Salutations]*

103 years is a significant milestone for any organization and that speaks to a high level of resilience, as well as quality service and support to its members. Despite the passage of time and the changing landscape of industrial relations, the Jamaica Civil Service Association has remained one of the most respected Staff Associations in our country.

Our public sector employees and not just the civil service have benefited from decades of industrial harmony and stability due largely to the efforts of the Association. There have been times in the past when the economic challenges brought on by world events have eroded the gains made in salary and fringe benefit negotiations but the trust and confidence of the wider JCSA in the leadership of the Association have enured to the benefit of the Society as a whole.

The past two years have been challenging for us. We were made conscious of the limitations that a pandemic imposes on the ability of a small island state to compensate its workforce at market rate, whilst maintaining employment levels. On the heels of the pandemic, has come the war in eastern Europe, the effects of which are being felt - rise in oil and other commodity prices. Despite this, the Government's commitment to substantially improve compensation for its workers remains strong. The new approach to compensation would see some allowances pulled into salary, along with increases to bring us closer to market rate. It's a transformational undertaking and will benefit all of us in the long term and most importantly will result in an automatic increase in pension benefits on retirement. This is part of moving from surviving to *thriving*. The Association in its maturity as a negotiating body has remained committed to the welfare of its members over the long term. There has been an endured recognition and the citizens we serve are ourselves, our families and our friends, and this recognition has spurred our commitment to protect the economic base of our country for the longer term gain. This Annual General Meeting is being held in the middle of consultations around compensation restructuring. The JCSA has remained relevant for 103 years, largely because of the culture of the leadership, which has been to see the Association as partner with employer rather than as adversary. I would urge all to be patient and to think strategically in interrogating the numbers. Above all, we need to be conscious of the need to ensure a level of calm that will allow the Jamaican economy to recover quickly from the external shocks of the pandemic and the war. At the end of the day we hopefully ... will be significantly better off.

I commend the leadership of the Association for the tremendous work and accomplishments. Your support for the public sector

transformation and modernization initiative has helped to improve the implementation timeline and success generally. For change to be meaningful and sustainable it requires the involvement of all parties - unions, employers, Government, private sector and civil society. I am always pleased when I enter an establishment and see a sign offering special discounts for civil servants. This is a constant reminder of the work by the Association, not just at the bargaining table with the Government, but also in the trenches, pursuing every possible benefit for the worker who shows up each day to offer service above self.

I commend the Association for the gains made over the years and we especially thank our Union delegates in all departments in Government, for the role they play in keeping workers informed during periods of negotiation and also representing the rights of workers to which they are committed in disciplinary matters.

As I near the time of my final retirement after 50 years of public service, I implore you to protect the trust and goodwill of your partners and their affairs, because trust is essential for social capital and to maintain the support of the private sector and civil society in their push for better conditions for work. The JCSA remains a formidable force and a model for its level of organization. The systematic changes that you have encouraged and facilitated, have led to significant improvement for public sector workers over the years. As you look back on 103 years, remember there is always room for improvement. Strive always to make your best even better. Remember, as I noted before, the public we serve is ourselves, our families and our friends. I thank you and please accept my best wishes for a productive Annual General Meeting.

**Mr. Mitchell** lauded Ambassador Mitchell for his 50 years of service then invited the President of the Jamaica Confederation of Trade Unions, Sister Helen Davis White who also made her presentation virtually.

**Miss Winnifred Meeks (representing President of the Jamaica Confederation of Trade Unions, Sister Helen Davis)**

*[Salutations]*

The JCTU ... fully supports and endorses the steps being taken towards developing a thriving workplace and organization. In this day and age it is critical that workers can see the tangible and intangible outcomes of advocacy as they seek to live their best lives. This is a sentiment that the JCTU shares. In fact, workers should be treasured and put on the path to thrive for they are the ones who make societies happen. We recognize that the world of work continues to change. The dynamism can sometimes feel overwhelming; however, what is required is persistent and consistent advocacy, coupled with new innovations and approaches. The JCTU pledges its ongoing support to the JCSA to ensure that no member is left behind in the changing times.

Again we offer congratulations to the staff and members of the organization and pray for your continued success in the coming years. Thrive!

## ENTERTAINMENT

Abigail Hazel from STATIN who gave a robust musical performance that ignited the attendees to transformative action.

## PRESIDENT'S ADDRESS

*[Salutations]*

My sisters and brothers, “The ultimate measure of a man is not where he stands in the moment of comfort, but where he stands in times of challenge and controversy.” Those are words that were said by the late Dr. Martin Luther King Jr. and these words are quite relevant to us who are now standing on the threshold of what the Minister has described as “the greatest monumental change in public sector compensation this country has seen”. These are extremely strong words, and these are words that have elicited *Great Expectations*. If you have not read the novel by Charles Dickens I recommend you read it.

My brothers and sisters for the past 40 years, some may say even longer, we have been in one crisis or another brought on by natural phenomena, socio-political challenges, economic shocks, the Covid-19 pandemic and more recently, the war between two globally strategic European countries. At no time in our history have we had the convergence of issues that are affecting our small island developing state, Jamaica. The nature of a small island developing state is that it is more susceptible to shocks than other countries with contiguous borders, and due to the nature of the global political economy we are not very well suited to sustain or withstand these shocks without serious dislocation, adjustment and sacrifice. We civil servants more than any other group in this country know about sacrifice.

In the middle of this we have set out to transform the Jamaican economy and the Jamaican public sector. We have set out to transform it for improved efficiency and effectiveness for the delivery of public services. A significant aspect of this transformation is

with the compensation structure of the public sector - the compensation review - and it is now causing great expectations, similar to the novel of the same name written by Charles Dickens. The moral theme of "*Great Expectations*" suggests that affection, loyalty and conscience are more important than social advancements, wealth and class. It doesn't matter how socially advanced you are, how wealthy you are, in which class you belong, we all still need affection, loyalty, and somebody to treat us with a conscience. These, we put to our employer, are more important to us and are borne out of the structures built around consultation and social dialogue and collective bargaining. If we focus on the theme of "*great expectations*" my brothers and sisters, we realize that it speaks to the role of our employer to have employee engagement and that arising from this engagement, we will have other societal things taken care of. The need for security on the job, the elimination of the worst forms of contract employment to ensure that there is fair compensation. This is the great expectation of the compensation review. It is not just about numbers, it is also about the promise for better, based on inclusive dialogue. This can only be achieved through the principles of social dialogue and collective bargaining.

As we deal with these challenges, these challenges that have been unearthed by the opportunity to change the public sector in all facets, we must now know where we stand and how we deal with these challenges, some of which will be controversial. Some of these challenges will have persons in this modern age of social media, standing on their own platforms seeking to 'get a forward' by espousing fake news and conspiracy theories - even though some of us will seek to do that. However, in every piece of literature that I have read, and no doubt that you too have read, every piece of literature on crisis and change management,

supports the view that *only* effective communication, can deal with the vicissitudes of change, which if not dealt with properly, can and will create a crisis. As leaders, and I am not just talking about our Prime Minister and the Minister of Finance, but every single person that has taken on the responsibility to stand in front of their colleagues, to lead their colleagues, as leaders in this change management, we have to do what we can to prevent a crisis. We must be empathetic. We must be able to feel what our colleagues are feeling. We must be able to speak about the experiences of the persons who we represent. We must have and provide transparent communication. We must act decisively on facts, evidence, analysis and research, not about how we think and feel. Nobody wants to hear how you think and how you feel. It is what is borne out of the analysis of facts *and* the research, that we have to put into those decisions.

We have to plan for the future. Compensation Review is spread over three years, but what happens afterwards? The plan is and must be in place for the future. We must recognize that the change is stressful and we must express gratitude to the employees of the state, for their commitment and dedication through it all. I think we need to give ourselves a round of applause.

With everything that is coming at us, we have remained committed and dedicated to the task of providing quality public service to the nation. Our employer, and as leaders, we must build morale and reinforce and strengthen our employees. We must help our members and our employees find meaning in this change. It can't be just to say that we are changing for the sake of changing and they don't know what this change is all about. We have to find meaning in the change. We must demonstrate and value the adaptability of the public sector. Which

organization would have gone through what we have gone through - from ARP 1, ARP 2, right up till now - and have remained relevant? And as Brother Shaw says, “has maintained our backbone and continued to stand strong and to thrive and to build this nation”? In all of this we all as leaders - our politically elected leaders and us - we must celebrate our victories small or large. They are ours! We gained them! We worked for them! We must celebrate them! We must be prepared to lead from the front and take the licks, and if we can’t take the licks, as one person said, do the right thing.

We must share a hopeful message for the future, if not for ourselves, for those who come after us, because we are doing now as the Minister said, a once in a generational change. That is 30 years. Some of us are probably going to be 103 years in 30 years time. Of course, and importantly my sisters and brothers, as leaders we need to be sure to take care of ourselves physically, mentally, emotionally, and spiritually. Brother Shaw in his prayer said, “it is not easy”. I can testify to you it is not easy. It is a most difficult job when you are standing between the great expectations of your members *and* the desire of the Minister and the political directorate, and to balance all of those *and* to remain true to your principles. It is not easy, but we must and we shall at the end of this period, ensure that employees, that civil servants, whether you are a member of JCSA or not or like what I would like to say, whether or not you are a member or *potential* member of the Jamaica Civil Service Association, we must see that we are not just surviving as our theme says, we are thriving! We are moving from surviving to thriving. This theme was crafted from our strategic 5-year period, long before Compensation Review was an inkling or twinkling in the Minister’s eye. Moving from surviving to thriving, what else could be the desired outcome of the transformation of the

public sector? What else could be the desired outcome of the Compensation Review? Your leadership is ensuring that we remain true to our 5-year strategic mission, to our now tagline, that we will be persistent. We will be consistent in our advocacy for the worker, because we are going to ensure that coming out of this process, we will be moving from surviving to thriving. Thank you my brothers and sisters.

## **INTRODUCTION OF THE KEYNOTE SPEAKER**

Brother Shawn Mitchell made the introduction

## **KEYNOTE ADDRESS**

*Minister of Finance and the Public Service,  
Dr. The Honourable, Nigel Clarke (virtual)*

### *[Salutations]*

I address at a very critical time, in terms of the global economic imperatives and the adjustments, that countries like ours have to make to ensure as a country we not only survive, but thrive. I serve all the people of Jamaica, and my goal and aim is to make sure that Jamaica as a country survives, that our budgetary finances remain healthy and strong, that we can make the investments today for a brighter future tomorrow for all of us. We are resilient people and we can adapt and we can adjust and we can succeed at anything we put our minds to. And, Jamaica, we have demonstrated this throughout our history, including in current times, and I am confident that as a people we will come out of all these challenges much better. As a country we weathered the fiscal storms of the past decade and we strive to ensure that we prevail. We came together like never before in a disciplined and consistent way, with fixity of purpose and we engaged in reforms that have put Jamaica on

a different trajectory where we can have the possibility of a future that we never thought possible.

The Jamaica Civil Service Association has been at the forefront of the Labour Movement in Jamaica, celebrating 103 years today. The grandparent of - let me not get myself into trouble - but grandparent by just tenure, by just length of life of the Labour Movement in Jamaica; and I want to just commend the leadership of the Association for the collaborative and sometimes spirited fashion in which you have engaged with the Government as an employer, and I look forward to the deepening of this relationship as we work together to position the public service as the enabler of economic growth and economic expansion.

The objectives of the Civil Service Association are not misaligned to the objectives of the Government. You advocate for terms and conditions of your members that support them in being productive and motivated and committed employees of the Government, and as a Government this is also our priority. In fact, it's a desired strategic outcome of the Public Sector Transformation and Modernization exercise, as the Cabinet Secretary mentioned, and we have to make sure that we can remain and attract the best persons to run the public bureaucracy and, therefore, we have to make sure that within the fiscal realities of Jamaica and within the Jamaican societal framework, we have competitive compensation. We acknowledge that the compensation for public sector employees must be improved if we are to staff our bureaucracy in a way that can deliver the results that the Jamaican people desire. The process of public sector compensation started sometime ago. We would have, and I have spoken at this Annual General Meeting, certainly about public sector

compensation, had detailed conversation in this forum and it is with your support that we have been able to engage in this exercise. Indeed, it was a four year deal that we entered into that put us in a position to do the monumental work or to hire the persons to do the monumental work that this exercise requires, including the data gathering of all compensation for every single public sector job in Jamaica; and a market survey with benchmark jobs and putting together job evaluations, putting together new spines and so forth; and the problems that we are trying to solve, I believe and hope are understood.

The need for compensation reform ... has arisen because of the complexity in public sector compensation. With our 325 salary grades, 185 allowances, this, believe it or not, is the source of much inequity across the public sector, where persons who perform similar functions across the public sector are compensated differently. We have multiple job evaluation systems and tools that are used, that lead to different scores and underpin this inequity. In addition, because allowances make up a large proportion of compensation for many members of the public sector, retirement is often burdensome, in that persons retire on income that is 20 percent or lower than their pre-retirement compensation, and that is because so much of the compensation is tied to allowances. The complication of the compensation system as well, means that it takes a lot of time for us to do and engage in the process every three or four years, towards achieving and arriving at wage settlements and wage agreements. The complication also makes it difficult for persons to understand their own compensation and for persons who provide loan services, to understand the compensation in some elements of the public sector, where there is a huge concentration of allowances. So for that and many other reasons that I can't get into today,

we have together with the Jamaica Civil Service Association, embarked on this one step generational opportunity to restructure and realign public sector compensation in a way that makes everyone better off; and the principles around which we are engaged in this public sector compensation reform, are principles that we can all stand by. We want it to be clear and transparent and we know that transparency in Jamaica, like other countries in the world where pay scales in the public sector are known, it's being paid by the public at large. Our compensation is paid for by the taxpayers of this country and we have every reason to have transparency around compensation. It *would* make for a better country but today that transparency is very difficult to achieve with the complexity of public sector compensation. So simplicity and ease of understanding constitutes one of the foundation pillars of the reform.

The second is that it's fair and equitable. I've used the terminology that we can be a poor country but we can be internally consistent and internally fair. That is, jobs in the same system have a relationship to each other, and the relativity among jobs is reserved in our compensation system. We want a compensation system that can recognize and reward performance, even though we don't intend to implement the performance element of this restructuring this fiscal year. We hope by working with the Civil Service Association and other bargaining groups, that within the next three years we can have a performance system that is open and available to all members of the public service, and we have to develop that in conjunction with you. Then, very importantly, our compensation system has to be sustainable and it has to be affordable.

I want to publicly thank our public sector union partners and bargaining groups for your understanding and commitment on getting us to

this point. It was disappointing for us all when we all realized that in April 2021, we could not implement the compensation restructuring because of the pandemic and no one could see this global pandemic affecting countries around the world, every single country. It meant that the revenue did not exist for us to implement, but due to your sacrifice and your foresight, entering into the one year holding position allowed the economy to recover and that recovery has put us in the position in this fiscal year to embark on a compensation reform.

It is important to recognize the context in which this is occurring. Jamaica, unlike many countries in the Caribbean region, had been able to offer increases, though modest, to public sector employees during the worst times of the pandemic in 2020 and 2021. That is not the case throughout the Caribbean region and throughout much of the developing world, where economies have come under significant pressure and the fiscal pressures have meant that, in some countries, public sector work forces have contracted as a result of the pandemic; and in other countries there has been a stand still on wages with respect to public sector compensation. Google and see for yourselves, words of Prime Ministers in our region, about the difficulty in meeting the public sector payroll at the end of the month, and the measures that they have had to take. In Jamaica, because we have worked together in the context of a social partnership and with a certain degree of social solidarity, we have been able to pursue policies that have allowed us to avoid that kind of outcome, where we have been able to offer increases, though modest, during the economic disruption caused by the pandemic. Even as we face the global onslaught of an inflationary period not seen in 40 years, we are embarking on a public sector restructuring exercise; a restructuring exercise in the middle of a global economic storm that



plays out in international newspapers everyday, where countries are entering into an economic downturn, collapsing left and right. Here, in the Caribbean, in Asia, in Africa, countries have had payment crises, debt crises, fiscal crises and though we are on the same seas, our macroeconomic boat remains steady and afloat, and that is something for us all to take pride in. Notwithstanding the difficulties that we may face individually, to have courage and confidence and faith, that if we can remain steady during a storm, as compared to others whose boats are capsizing, it means that we as a society must be doing something right as a people, as a social partnership, and we must endeavour to continue.

So I thank the public sector unions, the Jamaica Civil Service Association and the delegates assembled here, for your patience for us to get to this point. Over the past two weeks we have seen things a little differently and that is not necessarily a bad thing. We have had differences in perspective on the journey, but I give you my assurance that the Ministry of Finance and Public Service remains open minded and collaborates with this approach to fixing the long standing challenges that fail the public sector with respect to compensation. Now, you will hear me give this analogy again in the future, so whenever you hear it I beg for your forbearance, but it's something I plan to repeat. Like the human body that has many systems that require it to function, you have a digestive system. We have a nervous system, a respiratory system, a system of blood vessels and how we get blood around, a muscular skeletal system and for our body to function, all of these systems work (together). It's similar with respect to a country; we have many systems that we require them to work for our country to survive. We have a taxation system, a revenue gathering system, a customs system, a security system, a health system, an education

system; we have a procurement system, a compensation system, and we need all of these to work efficiently for us to achieve our objectives. Now any society has available to it a limited set of assets. The most important asset we have is our human resources. After human resources, it's our financial resources which are very important .... Let's put financial and physical resources together, and then ... time. Those represent the resources that we have to use to deliver for the Jamaican people. Increasing financial resources is going to take a lot of time. We have to grow as a country; our economy has to expand. Increasing and improving our human capital, that's what we are trying to do with this public sector compensation, ... will take time. But where we have a lot of agency and where we can make fundamental changes in the release and the increase of resources, is with respect to time. We have many systems in our country that are inefficient with respect to time; e.g. if something takes 24 months and we can get it done in *six* months instead of 24 months, it means we have 18 months to do other things and to include other value added services to the Jamaican people. By simplifying our compensation system we hope to be able to increase the resource base of the country, by creating the opportunity for time that we did not have before, and that time would be used to pursue value added changes and reforms for public sector employees. An example of this is the reform which would not have been possible if we did not have the time to pursue it, and that time came because we agreed to make the time. President Grant spoke about planning for the future. This compensation restructuring exercise will make compensation simpler, and while the tenets of the collective bargaining process will remain intact, we ought to get, as a society, as a Civil Service Association, as a Government, as public sector employees, a policy dividend from this exercise, where

simplification leads to a faster process for settlement of new wage levels and salary rates. It would be my desire not to a short circuit in our collective bargaining process, but through an exercise that is more efficient because of this simplification, that a bargaining period can end on the 31st of March in one year and for public sector employees to receive their salary at the new agreed rates on April 25th the very next month. That is the vision that I have for our public service, where we don't have these two or three year delays for claims to be settled and for public sector employees to receive new levels of salary. We aspire to be like developed countries, where there is no time difference between your pay cheque on the last month of a wage cycle and when your first pay cheque under the new cycle, with the new salary rates coming into effect. We can achieve that if we are able to simplify public sector compensation through this reform, while ensuring everyone is better off and having the courage to take advantage of what this simplification offers. If this vision can be achieved by working together with you, the time that would be ordinarily spent taking three years to achieve, could be achieved in a much shorter period of time then we would be able to tackle some thornier long standing fundamental issues that could improve the quality of the public sector employees' experience. Simplicity allows us to focus our collective attention on other value-added areas that are difficult to address, instead of focusing all of our time over a three year cycle, on important but a limited set of activities.

So I urge the delegates and the Jamaica Civil Service Association to do as you have been doing, which is to support this reform of the public sector compensation, to work towards this once in a generation reform, to become a reality before too long. I know very well that your members are holding on to spines that were delivered in my budget presentation, but

that timeframe I can't achieve on my own; that timeframe can only be achieved through the consultative process which is underway.

So while we are implementing a new compensation system, we will accelerate other areas of the Public Sector Transformation, such as shared services, rolling out an ICT network for Government, streamlining Public Bodies and Management Systems. Those who have had the opportunity to interact with the new Human Resource Management System have remarked that it has improved the quality of their working experience. We have been incrementally reforming the public sector for over 30 years, but, ladies and gentlemen, we have a more urgent need now to deliver more at a faster pace. The world is changing and we cannot be left behind. Our citizens and our businesses deserve faster, more efficient, more accurate services, and the reality is that the civil service is the single most important institution which affects the lives of ordinary Jamaicans. What the civil service does on a daily basis affects life in Jamaica, and its reach ought to be all pervasive to ensure the provision of social services and the regulation of the economic lives of citizens. I am sure you eagerly anticipate working, and as a citizen, interacting with what that transformed public service will look like; but most importantly I am sure you are looking forward to the ability to consistently give of your best every day.

In closing, therefore, I am sure we share the dream of a Jamaica that is economically independent and that economic opportunities are abundantly available to all Jamaicans, regardless of where they were born, who their parents are or what they believe. We want a prosperous Jamaica, a strong Jamaica where you don't have to migrate in search of better opportunities for you and your family, but you can stay right here, you can work in the

Jamaican public service and be rewarded in a way that allows you to achieve your dreams. The public sector and its economically transformed Jamaica must operate in a different way, however, our productivity must improve. We must be able to have rational discourse around efficiency and getting things done in quicker time frames, by utilizing even fewer resources. That is how we grow; that is how we expand our economy and that is how we achieve economic independence. In doing so, however, we have to ensure that we harness the power of technology to make our processes more efficient, and the Government is, and will be investing in technology, to make our processes more efficient. We want to improve working conditions in the public sector and we want to make sure that you are provided with the right environment in which to perform. We must adopt and adapt information communication technologies to improve or to deliver on this improvement, and the partnership we seek is one that results in a faster and more agile public service, which will require that we harness all the ingenuity in our public sector, and being constantly open to feedback, change and collaboration, and that we move from a *fear of failure* approach towards a *desire for success* approach.

Ladies and gentlemen, we are living in extraordinary times and this will require meaningful partnerships, bold leadership, creative thinking and fixity of purpose. We must keep our eyes not only on today, but also on tomorrow and we are investing in tomorrow through this reform and through other initiatives.

The first batch of scholars who were awarded The Marcus Garvey Scholarship that we introduced, are going to universities in Jamaica, UWI and UTECH, and across the world. We have members of the public service who have

matriculated at Johns Hopkins University, Harvard University, Cambridge University, and the University of London, pursuing graduate degrees funded by the Government of Jamaica under the innovative Marcus Garvey Scholarship. We intend to continue that scholarship programme. I commit it to at least five years, over which time there will be at least 150 public sector employees who will over that five year period benefit from this scholarship. So we are investing in the public service not only in terms of education and skills training, but also in terms of reforms and technology. I want every public sector employee to be part of the team seeking and striving to make our country better.

I want to wish you all the best for this your 103rd Annual General Meeting. My distinct pleasure, as has been the custom and tradition over many decades, is for me in my capacity as Minister of Finance and the Public Service to declare the 103rd Annual General Meeting open. Thank you.

## **MESSAGE - LEADER OF THE OPPOSITION**

*Honourable Mark Golding M.P. (virtual)*

### *[Salutations]*

Since 1990 the JCSA has been championing the cause for improved social economic rights of the men and women, who have made it their duty to serve their country and fellow country men in a multiplicity of roles in the public sector. Our public sector employees fuel the operations of Government, providing the daily services across a broad range of sectors which are essential to the orderly functioning of our society, including teachers, doctors, nurses at the public health facilities, police officers,

soldiers, administrative and ancillary staff and so many more areas.

It is only appropriate that with the same unwavering duty, care and diligence that they give to those who serve, that they should be compensated and supported as best as possible. To our unsung heroes and heroines, on behalf of the Jamaican people, I thank you. It is my sincere wish that you continue to thrive in service to our great nation. May the JCSA continue to be a bastion of strength in advocating for and protecting the rights of our civil servants. Never forget that there is power when you stand in unison. Never give up on the power of our collective efforts to achieve the Jamaican dream of building a better country where all of us and generations to come may live, work, raise families and do business. God Bless you all.

#### **ENTERTAINMENT**

Abigail Hazel from STATIN performed.

#### **PRESENTATION OF THE GENERAL COUNCIL**

The President O'Neil Grant presented the General Council for the period 2020 to 2024. A Pictorial Presentation was made of Long Serving Members who contributed 5 To 50 Years' Service.

#### **RECOGNITION OF JCSA STAFF**

The President acknowledged the St. Mary and Clarendon Chapters for their dedication to the JCSA, Sister Paulette Ferguson for her stalwart support of the JCSA in Manchester, Brother Robert Chung and Brother Clarence Frater for his 25 years of service. He made a special presentation to Sister Rhonda and Sister McKnight for valiant representation at the Jamaica Fire Brigade.

#### **VOTE OF THANKS**

1st Vice President Tesha Clarke-Griffiths gave the vote of thanks and the

#### **CLOSING REMAKRS**

President made closing remarks.

#### **ADJOURNMENT**

The session was adjourned at 5:56 p.m.

## DAY 2

### **Business Session of the 103rd Annual General Meeting**

of the Jamaica Civil Service Association  
JACISERA Park, Friday, May 27, 2022  
(Day 2)

### **RESUMPTION**

The Annual General Meeting was resumed at 10:20 a.m.

Brother O’Neil Grant opened the session and reminded persons of the polling stations:  
Skyline Plaza in Papine  
JCSA Head Office, 10 Caledonia Avenue  
EOJ’s Office - Red Hills Road  
EOJ’s Head Office - Duke Street  
Jacisera Park

### **PRAYER**

Brother Shawn Mitchell

### **Discussion on the JCSA’s claim 2021-2023 Contract Period**

The following points and outcomes are excerpts from the Chairman’s presentation

On the 30th of March, 2021, our claim was delivered and acknowledged by the Ministry of Finance and the Public Service for the contract period 2021-2023. This coincided with the Minister’s announcement of the Compensation Review that is to be brought into effect come April 1, 2022.

The JCSA’s claim is divided in two parts, a claim for fringe benefits, and to deal with matters of transportation allowances. JCSA’s claim numbered some 60 items.

### **Wages**

The issue of wages for that period is no longer a negotiating matter since it was settled under the Confederation of Trade Unions. The Ministry’s continued position is that all matters of compensation in relation to salaries and some allowances will be dealt with through the compensation restructuring exercise and that any adjustment coming out of the Compensation Review will be retroactive to April 1, 2022. So, whilst we would have submitted a claim for two years 2021 to 2023 and that year 1 was settled under the Confederation of Trade Unions, Year 2 is to be addressed under the Compensation Review which comes into effect April 1, 2022.

### **80% of Market Agreement**

There are still outstanding issues to do with the compensation of the public sector workers for the 80% of Market Agreement. The JCSA will not abandon the 80% of Market Agreement until there is a satisfactory compensation structure including consideration of some items of claim that we believe will speak to mental health and well-being.

### **Discomfort Allowance**

We have submitted a claim to the Ministry for the staff who are working in situations of discomfort that they are given a \$3,000 per day Discomfort Allowance for each day that they are exposed to the discomfort. The Government is in the process of restructuring the Employee Assistance Programme along with other initiatives to ensure that mental well-being is supported, but they are not in support of the payment of a Discomfort Allowance. This is an item that we will be pressing forward on.

### **Wellness Programmes and Wellness Centres**

The newly established division of Occupational Safety and Health in the Ministry of Finance is to formulate the establishment of wellness programmes across the public sector for all public sector employees and are now working on the crafting of a public sector policy of Occupational Safety and Health.

### **Education And Training**

The Scholarship Assistance Unit will be revamping the skills training programme utilizing the skills and services of the HEART Trust/NTA and MIND along with other accredited institutions to respond to the needs of the workforce. The Minister has indicated that he plans to train 150 persons under this scholarship programme.

The Ministry of Finance has given a very strong signal of intent that we as public sector workers, particularly for those persons who would have been employed for at least two years but may not necessarily be appointed, will be able to access concessionary student loans from the Student Loan Bureau.

### **Leave from Work**

The JCSA has submitted a claim to unlink study leave from vacation leave. The Ministry has said that they are going to be pursuing this matter under the aegis of the Public Sector Monitoring Committee through the Public Service Access Management Committee of the (PSMC). We have also asked the Ministry of Finance to look at leave generally with focus on:

- Departmental leave
- Casual leave
- Compassionate leave
- Parental leave
- Maternity leave (moving from 8 weeks with full pay to go up to 14 weeks)

### **Transfer Tax**

The Government has indicated that the claim for a concessionary rate of 1% for transfer tax for public sector employees has been referred to the Tax Policy at the Ministry of Finance, where they will pursue the matter with a view to seeing how this can be accommodated.

### **Loans**

The Government wishes to explore other means of assistance for public sector employees which will not necessitate the GOJ operating loan facilities to help ease the burden of extortionate loans. Existing loan arrangements will continue to apply, but the GOJ has indicated that in some instances, they wish to discontinue some of these loan facilities under the Compensation Review. We are prepared to have a conversation about the management of the loan facilities, and not the *discontinuation* of the loan facilities.

We want to have a centralization of all loan facilities to ensure that there is equal access to equal value of loans in the public sector.

### **Child care and after school facilities**

There is an agreement to establish child care facilities for the children of public sector workers, particularly in proximity to where they work for optimum productivity. The establishment of these facilities has been proving difficult and until it is fully and properly satisfied, we will continue to include it in our items of claim.

### **Subsidized Lunch Facilities**

The Government has indicated that it will be looking back at the programme to ensure that it can deliver on the arrangements taking into consideration inflation and that concessionaires found operations unprofitable.

### **Counselling and Therapy**

Due to the onslaught of the COVID-19 pandemic, the demand for counselling and

therapy amongst public sector workers has increased. The Ministry has indicated that it is reviewing the programme to include the expanding of the scope of the Employee Assistance Programme to ensure that it can meet the needs for counselling and therapy by public sector workers.

### **Scholarships and grants to the children of employees**

We will be pushing for the maintenance and the improvement of the tertiary grant and scholarship programme for the children of public sector workers.

### **Performance Management Policy**

The JCSA has asked that there is an alignment of this policy to the revamped public sector management and evaluation system. The Government of Jamaica has indicated that this matter will be further reviewed with the relevant areas of the Ministry of Finance and, of course, in alignment with the Executive Agencies including the Cabinet Office.

### **Grants**

The Government has indicated that the amount supplemented for grants is to be increased from \$5 million to \$8 million but this will be reviewed under the Compensation Review. The JCSA has been giving our members assistance to get them into degree programmes and to put them in the position to afford it, and not be subject to the outcome of the Compensation Review.

### **Responsibility Allowance/Amendment to the Acting Allowance**

Our claim is that the Government put in place a 'responsibility allowance' to take care of those instances where persons are not going to be acting or taken on or are being given increased responsibilities. The acting policy is inefficient

because of the requisite 21 days as it excludes those 'acting' for a lesser number of days.

### **Location Incentive**

The JCSA has asked for an explanation regarding the disparity in awarding of the incentive.

### **Upgraded, retitled and reclassified posts**

The Ministry of Finance has indicated that they will be engaging the Services Commission to have the matter of posts (namely accountants) not being upgraded, while still being remunerated at an old rate, finally resolved and determining the future of the FAA Board.

### **Pension Reform**

We have made a submission and have asked the Ministry of Finance, that our members refer to their last pay, to calculate their pension. Given the state of our salaries, we have asked for that to be reverted. Most persons going off in the period of review will have their pensions calculated as at February 1, 2022.

We have again suggested to the Ministry of Finance that they might want to look at a voluntary separation, early retirement programme and the qualifying years of service and age. We are waiting on the outcome of the representation of the Committee reviewing the Pensions Civil Service Act.

### **MEMBER QUESTION: What happens to the contribution to widows and orphans?**

*We have also indicated to the Ministry, and to our colleagues, that ... those persons who retire and continue to contribute to the Widows and Orphans fund, should still get their entitlement under the Fund. So it is just a matter that when persons return if they qualify under the Widows*

*and Orphans Act, there will be a subset of legislation that until the last beneficiary under that Act is satisfied, the Act remains in force, so persons can still make their claims still function under the Act.*

*We have made an initial claim to the Ministry of Finance that persons who were not vested at the time the current Pension Act was passed, that they should be paid the contributions they have in that fund, because those years may not count towards their pension based on how the Act was worded. We need to communicate with the Ministry on that matter to get a final position on that.*

### **Overtime**

We will be pushing under the Compensation Review for an overtime policy to be developed that will render the Honorarium allowance system to be abolished. As it relates to the Health sector, we are asking for the removal of payment for sessions, special duty, duty allowance and how supper allowances are paid.

### **Sexual Harassment Bill**

In the absence of a Sexual Harassment Bill, MDAs are to comply with the Sexual Harassment Prevention and Protection of 2021. The Ministry of Finance will start to work through its Policy to ensure that a public sector policy is developed in this fiscal year to support the Sexual Harassment Protection and Prevention Act 2021.

### **Death Benefits**

We have asked under the principles of equity that the benefit of funeral grants be extended to Executive Agencies and Statutory Organizations. The Ministry of Finance has indicated that it is not in a position to support this claim. We are seeking clear indication from them what their offer would be.

### **Uniforms/Protective Gear**

We have asked that certain groups of workers, especially those who are in contact with corrosive substances or contaminants, be supplied with uniforms or protective work clothing to prevent injury.

### **Buses**

We have asked for four additional buses to be added to the fleet this year to include electric buses that are being ordered for the JUTC.

### **Annual Special Payment**

We will be persistent in our claim to the Ministry of Finance to give a grant of \$25,000 to workers who have been working in unusual circumstances since the COVID-19 pandemic.

### **Flexi-time**

The current COVID-19 policy for a flexi-work arrangement is now being developed into a permanent policy through the Ministry of Finance and the Public Service for flexible working arrangements in the public sector.

### **NHT**

The JCSA have asked that the following be implemented:

1. After eight years (8) a public sector worker can go back to the NHT to finish or improve their homes.
2. For the 1% reduction in interest rate to be maintained.
3. Where NHT develops schemes and there are residual lands that are made available to public sector workers subject to the NHT Land Divestment Policy to acquire and build on.
4. For a system to be developed to allow for public sector workers to access these housing solutions, using the tiered approach, targeted to those members who



need it most. The MoFPS has stated that they can't give public sector workers any more benefits under that arrangement however they have asked that we establish a care system to facilitate low-income employees the access to housing solutions in the open-market or through the NHT.

### **Vacation House**

A "vacation house" means that the Government has an arrangement with the private sector of the hotel industry that a certain number of rooms are reserved at designated times of the year at special rates for public sector workers. The Ministry is not in support however we will revisit this claim with them.

### **Duty Free Allowance**

We have suggested to the Government that the duty free allowance for public sector workers be increased from \$500 USD to \$1,000 USD and for the online allowance to move from \$50 USD to \$100 USD. They are not in support because it is not consistent with the current tax policy,

### **Transportation allowances**

Our initial claim to increase the allowance was rejected as the Government has indicated that it wants to abolish transport allowances and roll them into salaries. They have agreed, however, to review mileage rates and upkeep allowance.

### **Motor Vehicle Loans**

The issue of motor vehicle loans and duty concessions have been the subject of intense discussion. They have reconvened the negotiations, however we will send our responses back to the Ministry of Finance. The Chairman reassured the attendees that negotiations would continue and concluded as quickly as possible.

### **Question & Answer**

- Q:** Will the government withhold your pension if you have been convicted (and rehabilitated) of a crime?
- A:** The pension would have been stopped on the instruction of the Governor General so for it to be restored, it requires the signature of the Governor General through the process of an appeal.
- Q:** Pertaining to the Covid Policy (flexi-work) that you mentioned ... Do entities need to create their own policy or would everyone feed into the new policy? How does this fit into the context of the legislation that was passed some years ago if the legislation requires entities to create a policy?
- A:** The policy that is being developed is a (whole of) Government policy as it relates to the flexi-work arrangements, not an empowerment policy for departments.
- Q:** (Michael Kerr from JIS)  
I have a concern regarding office space for additional hires for departments that provide shared services.
- JIS staff only has access to loans up to \$80,000. Can this amount be increased?
- The service at the canteen concession continues to be poor despite complaints being made to the Acting CEO and HR Director.
- A:** Shared services don't necessarily mean that persons will be operating from one base. It means ... that one entity will now control the arrangements and staff will report to that entity but be located in various physical locations or even work remotely.

We should all be able to access the same value of loans with the same conditions and that is what we are currently negotiating under the Compensation Review.

Service may be affected as enough of a subsidy is not being applied to make concessionaires' operations profitable. We are going to be discussing with the Ministry of Finance how to make the provision of lunch and canteen facilities work as in the past popular food franchises were also unable to do so.

**Q:** Re: shared services - Will workers get a salary increase or will we be working for the same salary?

**A:** We have been advised that the intention is to ensure that the compensation structure in the shared service department will be different.

**Q:** (Lennox Smith, Departmental Rep, Tower Street)

With reference to canteen concessionaires, is there an approved listing to avoid nepotism and cronyism within the department, with additional concern for the health and welfare of the worker with the preparation and provision of quality food.

**A:** All concessionaire arrangements are subject to the procurement rules. They are evaluated and based on responsiveness, then that entity is chosen to run the facility. If you have evidence of nepotism then that is something that the union would be interested in so that we can report based on evidence that we receive.

**Q:** What percentage is the subsidy for lunch? Is it a part of the price?

**A:** The subsidy should actually make the

lunches cheaper. \$500 for a large box lunch is subsidized. A large lunch is usually in the range of \$800.00.

**Q:** Is there an approved list of concessionaires?

**A:** The National Contracts Commission is the body that certifies persons to participate in the Government's procurement process. It does not necessarily have criteria that look at the quality of the output and that is where the flaw lies. Some entities have instituted an evaluation or canteen committee that periodically reviews the quality of the canteen facility and if they fall below a particular standard then the contract is subject to review or termination. As in your (JIS) case, we will take it as a grievance and treat it as such.

**Q:** At JIS we out-did all of our targets working from home. I want to know why we are changing something that is working?

**A:** We need to look at our systems and see how we can improve them.

**Q:** (Marcia Williams for the Offices of the Cabinet)

We don't have sufficient buses to accommodate all Government employees so we have to take the JUTC buses with increased fares. Is there any subsidy, or plans to increase the number of buses?

**A:** Under the Compensation Trade Unions Heads of Agreement, the Government would offer subsidized bus fares to public sector workers. We are hoping to advance that conversation so we can have the solution being brought as a benefit.

The Chairman advised that further questions will be posed at the level of the Confederation on the responses to the

Compensation Review from the Unions. He also cleared up a misunderstanding regarding concessions.

The Duty Concession remains an outstanding matter of great concern, because it changes the nature of the Travelling Officer. It is not the whole public getting Duty Concession, and so while we are making strong advocacy on it, it [is not] the sole conversation. The upkeep allowance component is also very critical; We have to ensure that the value of what has been absorbed into the salary is not lost in the next round of increases.

**Q:** (Brother Shawn Mitchell)

The one, two, or three years that it would take for the finalization of the implementation of the Compensation Review have some persons concerned.

**A:** This process to be done in the way it has been programmed. Year one, year two and year three, are all going to be what we refer to as market determination exercises to make sure that whatever is determined in year one maintains its value throughout the three-year implementation cycle of the compensation review.

#### **Online MEMBER Queries:**

**Q:** (Raymond McFarlene, Manchester Chapter)

If you move ... from a post in the JCSA to one that falls under LOASA, would you need to be represented by LOASA if you still want to be represented by the JCSA?

**A:** Once you are a public officer you can become a member of the JCSA. We have members of LOASA who are also members of the JCSA.

**Q:** (Sandra Clemmings)

When do we expect this Compensation Review to be concluded?

**A:** The Compensation Review will conclude in 2024, it's a three-year process, we are in Phase 1 now. The Minister of Finance has indicated that July 1st, is the first date of implementation and that would be effective retroactive to April 1, 2022.

**Q:** Is the six-months timeline given by the Government applicable to Central Government workers or just statutory bodies?

**A:** Just State Agencies - not the Central Civil Service and Executive Agencies and what they refer to as Protective Services to include the Police, the Fire Officers and Correctional Officers and the Regional Health Authorities.

**Q:** Will their posts be made redundant in order to sustain the payout?

**A:** There is no mention anywhere of any redundancy or any job cuts in the Compensation Review. It is not a job cutting exercise, it is a Compensation Review exercise.

**Q:** When we fulfill these requests about 80% of my salary will be lost in taxes, remember it is from taxes that public sector workers are paid.

**A:** It is natural that the taxes flowing from [an increase in salary] is going to change. It is a matter of what the take home pay will look like coming from that.

**Q:** (Carol Clarke, Chapter Chair)

Are we looking at computer loans and car loans?

A: The Minister of Finance has indicated that they want to discontinue these items. In our negotiations, the Government has to replace the benefits if they want them to be discontinued. They have not given us an offer in terms of replacement so we are holding firm to that.

***(PROCEEDINGS SUSPENDED AT 1:35 P.M.)***

**AFTERNOON SESSION**

The Session resumed at 2:35 p.m..

Presentation of the Minutes of the 102<sup>nd</sup> Annual General Meeting of the Jamaica Civil Service Association held on Friday, May 28, 2021 beginning at 10:15 am. Minutes were accepted as read and confirmed.

**Matters Arising from the 102<sup>nd</sup> AGM**

**The Chairman** continued his presentation:

The MIND Professional Certificate in Industrial Relations is a JCSA conceptualized course of study on Industrial Relations seeking to ensure that a strong cohort of public sector workers be certified as it relates to Industrial Relations. Every delegate of the JCSA will be trained on scholarship. No other union has this facility.

We have finished training the first cohort of 25 who have received their certification. The second cohort of 25 is near completion so by the end of this calendar year, we would have trained 75 of our delegates as Certified Industrial Relations practitioners in the Public Sector.

The Chairman made mention of the ToastMasters' Club as a real avenue for personal development and advancement and acknowledged Club President Sister Melanie

Mullings-Arnold for her work. He also provided an update regarding the Fitness and Wellness Centre and upgrades made to facilities and services provided.

Discontinuation of the JCSA Mastercard was due to the issuer being in breach of the Bank of Jamaica Cambio license that they had. Members will be able to use the now discontinued service of the JCSA Mastercard until their balance is zero. We are exploring a similar MasterCard product with the Jamaica Credit Union League.

**Benefits**

The Chairman touched briefly on the following benefits:

- Ground has been broken at Irwin in St. James and construction has started.
- Our Insurance product, the JCIA continues to do very well
- Motor Vehicle Help Desk would have had two awardees who got their motor vehicles through us.
- The Mini Mart is seeking to move to the next phase by having a delivery system in place.
- The member unions that make up the Government Employee Services Committee are seeking improvements to the Health Plan for renewal as the current plan expires in August.
- Negotiations continue regarding the Compensation Review.

**PRESENTATION OF THE ANNUAL REPORT**

**GENERAL SECRETARY'S REPORT**

Sister Tifonie Powell-Williams

*[Salutations]*

The following constitutes excerpts and highlights from the General Secretary's

presentation and covers the period under review June 2021 to April 2022.

Throughout the challenges of a global pandemic and the effects of the Russian invasion on Ukraine, as an Association, we have redoubled our commitment to Advocacy, Leadership, and Professional Growth and Development. The JCSA has navigated itself through troubled waters and will continue to face challenges head-on as they are presented. Our strategic plan for the period 2020-2025 seeks to highlight the priorities of service delivery, human capital development, operational efficiency and revenue enhancement.

### **New Benefits**

The Motor Vehicle Help Desk was launched last year on the 6<sup>th</sup> of May. Two members were successful and are now owners of their motor vehicles.

### **JACISERA Fitness and Wellness Centre**

Mrs. Powell-Williams gave an overview of the following:

Strategic Projects based in  
Mini Mart

Industrial Relations Unit - training in the Professional Certificate in Industrial Relations (PCIR) Course with at least 50 General Council Members being trained

Human Resources and Administration Unit

### **Training**

35 team members were trained in Customer Service and this was hosted by the Customer Service Association of Jamaica and the Caribbean Centre for Organizational Excellence.

### **Affiliation Report**

Our International Global Union Federation Public Service International Protocol conducted

a digital capacity building project on which team members of the Jamaica Civil Service Association were selected to be trained.

This is a 3 year project and it seeks to empower public service unions to understand and act on digitalization changes in the workplace.

### **Staffing**

New team members [were brought on board] to strengthen the team and the mandate of the Association:

- Help Desk Clerk, Miss Samantha Taylor
- First Impression Officer for the Western Regional Office, Miss Tanesha Minzi
- Cashier for the Western Mini Mart, Miss Briana Harvey
- Office Attendant for the Western Regional Office, Miss Jennifer Plummer
- Cleaner at Jacisera Park, Miss Nicole Johnson
- Accounting Clerk, Mr. Carlos Perry (on Contract)
- Regional Administrator for the Western Region Office, Miss Delceta Drummond

Sister Christina Parchment who was our Administrative Assistant tendered her resignation effective January 2022.

Our Staff Retreat was held on the 14<sup>th</sup> of October, 2021

Chapter AGMs were held virtually and face to face amidst protocols

Public Sector Modernization - the reward and recognition programme

Service excellence policy that is also being developed - Cabinet Policy will form the basis for improving the delivery of services that we will provide to customers.

Outcome was the selection of new Chapter Chairs:

- Sister Beverly Forbes-Black - St. Ann Bay Chapter
- Sister Peta-Gaye Williams - St. Catherine Chapter
- Sister Delsie Malcolm - Westmoreland Chapter
- Sister Petrine Hudson-McIntyre - St. James Chapter.

“Again, we say thanks to Brothers Erlett Findlay, Ramon Downer and Aldon Haughton who did not seek re-election and they would have contributed significantly to the membership and to this noble organization.”

### **Election of Officers 2021**

Following the Nomination Exercise and Polls, the elected officers arising from that exercise were O’Neil Grant returning as President and Kelvin Thomas, as 2<sup>nd</sup> Vice President.

### **Electoral Debate**

This was live streamed.

Mr. Michael Kerr withdrew his candidacy. Brothers O’Neil Grant and Kelvin Thomas were ahead after the debate.

**General Council Retreat** was held on the 11<sup>th</sup> of June 2021 via Zoom where the JCSA Strategic Plan was presented and presentations were made. Voting for members of the Executive Committee was also done using the Election Runners App, and presentations conducted by our President, Officers and General Secretary.

### **Civil Service Week**

Held in November, Civil Service Week was celebrated under the theme: *“The Public Sector: Anchoring Technology for Sustainable Growth and Efficiency”*. Activities included island wide church services, Civil Servant of the Year

award, a public forum in keeping with the theme, the Jamaica Civil Service Long Service Award and a concert closed the day’s activities.

### **Christmas Treat**

Hosted in December, General Council Members, volunteers and staff were treated in recognition of service given in support of the President’s mandate in 2021.

### **Welcome Kits**

Welcome kits with necessary information, on recommendation by the Executive and some Committees, were now available at the Secretariat given to new members.

### **Condolences**

- Sister Melani Mullings-Arnold on the passing of her mother
- Sister Nadine Robinson on the passing of her brother
- Sister Patrice Porter on the passing of her aunt
- Brother Thorpe on the passing of his mother
- The family and friends of our former Departmental Representative Sister Yvonne Jackson
- Family and friends of our former Chapter Chair, Sister Charmaine Gillette-McLellan
- Sister Alicia Pusey on the passing of her uncle and niece
- Brother Fabio Johnson on the passing of his sister
- Sister Stephanie Lewis-Brown on the passing of her brother, cousin and mother-in-law
- Sister Sandra Brown on the passing of her father
- Sister Faith McDonald on the passing of her mother
- Sister Kaydia Beckford on the passing of her mother
- Sister Racquel Stephenson on the passing of her father
- The staff of the Kingston Public Hospital

on the passing of their colleague and our member

- The staff of the St.Thomas Health Department on the passing of their colleague and our member
- The staff at the Customs Department on the passing of their colleague and our member

### Industrial Relations

The uncertainty around Covid -19 brought into sharp focus the need to implement the flexible work arrangement as well as the long awaited Occupational Safety and Health Act, to replace the factory act of 1948. Despite the many challenges the JCSA consulted and engaged with our members face to face and by using WhatsApp, Zoom and other means.

There were some sharp increases in disciplinary matters that ranged from breaches of various policies and regulation to mis-interpretation of the Disaster Risk Management Act. The union continues to provide quality and representation and advocacy to the membership.

### Grievances

Grievances for the period February 2021 to February 2022 cases:

Carried forward	- 127
New grievances	- 244
Cases settled	- 269
Cases remaining	- 102
Pending disciplinary matters	- 21
Awaiting appeal ruling	- 3
Average cases settled per Industrial Relations Manager	- 54*

801 members visited the office or called in for advice on other work-related matters.

Non-payments of benefits and allowances	- 59
Performance Appraisal Issues	- 45
Non-Appointment	- 31

Other issues and queries - 307  
Total of 442.

\*Data is used to inform how we make decisions especially when we are seeking to bring in new team members on staff as well as to have our General Council Members being involved in grievance handling decisions.

The Staff Orders for the Public Service 2004 section 2.4 states that:

*“An employee shall have the right to access and review his or her personnel file and make copies of any document upon the request of the human resource division.”*

And ii:

*“Any access, viewing or copying shall be done in the presence of suitable authorized personnel within the human resource division.”*

Staff Orders for the Public service, section 7.4.8.2 states that:

*“The employees may accumulate leave to a maximum not exceeding the leave entitlement to a maximum of three years only with the permission of the Permanent Secretary or Head of Department.”*

Section 7.4.9 states:

*“Permanent employees shall be allowed to earn and accumulate additional full pay vacation leave for a further period not exceeding two years if applications for all or any portion of their accumulated leave cannot be granted due to the exigencies of the service.”*

Based on breaches which occurred to the Staff Orders for the Public Service and due process not being followed regarding the increased number of interdictions, we have made recommendations that the IR Unit requests that the Ministry of Finance and the Public Service conduct a refresher training session particularly

with the HR practitioners within the various Ministries, Departments and Agencies to ensure that they are fully cognizant of the various regulations and policies governing the public sector.

The IR unit is fully staffed with a Supervisor, First Impressions officer, 2 Members' Services officers, 2 Data Processing officers and a Help Desk clerk. The members of the unit are fully equipped to provide world-class service to the membership and we are all knowledgeable to address all members' queries.

Mrs. Powell-Williams made an appeal to the MDAs and their reps to ensure that **dues** are submitted in a timely manner along with the subscription listing. Dues should not be remitted to Jamaica Mutual Thrift Society to maintain proper accounting of our membership.

She reminded payroll officers to action applications for prospective members in a timely manner and about the importance of seeking to action such deductions.

### **Membership**

A total of 693 ID cards were generated so these members can now access our various benefits. Members are now able to submit requests for ID cards electronically, via WhatsApp or email.

From March 2021 to February 2022 we received 1478 new applications and confirmed 2,234 for the period.

Actual revenue for the year was increased by 65% over the previous year:

2020 to 2021 - \$1,154,564.51 versus 2021 to 2022 - \$1,905,488.00

The projected total was for the period March 2021 to February 2022 was \$1,689,345.47

The actual received was \$1,905,488.00

Annualized \$12,195,688.73

For the period March 2021 to February 2022 we had a total of 83 resignations which represents a 15.28% increase over the previous year. The month of February 2022 met the highest number of resignations which was attributed to a 4% increase in salaries and the resultant increase in dues being deducted from their salaries. Resignation requests broken down in an annual dollar value is \$957,662.64.

### **JCSA prepaid MasterCard**

The usage and distribution of the JCSA branded MasterCard was halted due to the Bank of Jamaica revoking the card issuer's Cambio and Remittance licence.

**Desk for a Day** was conducted at various Ministries, Departments and Agencies. There were 21 online presentations, 6 desks held and 2 orientation sessions hosted.

### **Public Relations and Communications Unit**

2 team members - Sister Helen Hutchinson-Mason (lead) and Sister Shanee Grant

Their functions include but are not limited to, supporting the Fundraiser Committee, ensuring the visibility of the JCSA, digitally and in print and member engagement especially those related to grievances and otherwise.

### **JACISERA Park**

Molynes United Football Club uses the field as their training ground.

Water was found after the digging of the well. The water however, is not recommended for human consumption, but may be used for irrigation and flushing of toilets, et cetera. The commencement date for Phase 2 is to be determined.

**Caretaker's residence** - Urgent renovations are required.

**JACISERA Fitness Centre** - Cost for use is



\$2500 per month and members were encouraged to use it.

### **Property Boundaries**

A National Land Agency revealed that the property boundaries stretch all the way from the auditorium to what is now the National Work Agency Bridge Parts Storage Facility. The title belongs to the Jamaica Civil Service Association. Appropriate means will be used to engage with Digicel regarding their tower and the National Water Commission because they are our tenants.

We now have, as our main storage, two storage containers that have been deployed here at JACISERA Park.

### **Regional Reports**

#### **North East**

The General Secretary gave special commendation to Sister Marlene Hinds who has responsibility for the North and pledged more support for her fulfilling her duties.

During the period, 18 membership application forms were submitted while a total of 7 presentations were done. The General Secretary also thanked 2<sup>nd</sup> Vice President and Zonal Chair Brother Thomas for his support to the region.

#### **South Central**

Manchester was awarded the Chapter of the Year Award with The Most Improved Award shared between St. Mary and Clarendon. The dedication and commitment of the Chapter Chair and their Executive was highlighted.

15 presentations were conducted for the period under review and 36 grievances settled with the assigned Industrial Relations Officer. ID cards were distributed to members in the South Central Region.

### **Western Region**

The General Secretary commended Sister Dellaceta Drummond and her team for the work that they have been doing in the West. Many walkthroughs were done by the Zonal Chairman Sister Techa Clarke-Griffiths supported by Industrial Relations Manager, Brother George Thorpe, President O'Neil Grant, General Secretary Sister Tifone Powell-Williams and Sister Dellaceta Drummond. Membership growth and retention has been steady.

Updates were provided as follows:

The newly formed Men's Coalition Committee, monitored by Brother Clarence Frater and Brother Chung, executed a Men's Forum last year and are seeking to work with the Women's Action Committee.

The Women's Action Committee, monitored by Sister Techa Clarke-Griffiths, with Co-Chairs, Sister LaToya Spence and Geraldine Miles, planned and executed a number of activities during the year under review including 16 days of activities against gender-based violence against women.

The Bus Management Committee co-chaired by Brother Poiser and Brother Michael Thompson are seeking to get updated information regarding the urgent need for additional new buses to reduce the incidents of frequent breakdowns.

Unacceptable behaviour on the buses remains a cause for concern however will not be tolerated.

Chapter Chair for the St. Catherine Chapter, Sister Peta Gaye Williams, was very elated and gratefully received her home through the Jamaica Civil Service Association.

A motion for the acceptance of the General Secretary's Report was moved by Brother Shawn Mitchell and seconded by Brother Harold McCurbin.

### **FINANCIAL REPORT year ending November 30, 2021**

The Treasurer, Sister Melaini Mullings-Arnold invited Shanique Parks to read the Auditor's Report as presented by Mrs. Karen McPherson.

[Salutations]

*"I have audited the financial statements of the Jamaica Civil Service Association comprising the statement of financial position as at November 30, 2021, the statements of Income and Expenditure, Changes in Equity and Cash Flows for the year then ended, and notes, comprising significant accounting policies and other explanatory information.*

*In my opinion, the accompanying financial statements give a true and fair view of the financial position of the JCSA as at November 30, 2021, and of its financial performance and its cash flows for the year then ended in accordance with International Accounting Standards."*

#### ***The following are highlights and excerpts from the Treasurer's report:***

The JCSA continues to strengthen its strategic priorities to respond to the membership needs by providing services that will improve the quality of their lives while significantly improving the members' satisfaction and confidence in the organization. Some of the achievements include increasing the staff complement by four during the period. These team members were deployed to various areas to improve the service offered in Member Service and Mini Mart and the Secretariat. Staff

was also deployed to one of the Regional Offices, Montego Bay, to ensure our members outside of Kingston and St. Andrew were properly served.

Plans to transform the JACISERA Park into an income stream for the organization will continue into the next financial year.

The second COHORT for the Professional Certificate in Industrial Relations (PCIR) course for the General Council concluded in April 2022.

The Mini Mart continues to operate Mondays to Fridays at 31 Molyne's Road, Kingston 10 and our newest location, 44 Thompson Street, Montego Bay, St. James. Members continue to receive goods at cost with a 15% discount.

Revenue grew \$25,818,914.00 or 11.76% for the year under review. This growth was influenced by the increase in subscription and the proceeds of \$4,099,000.00 from the Raffle competition held last year. Subscription income was increased by \$23,015,146.00 or 10.52% during this period.

The overall expenses increased by \$59,603,543.00 or 35.28%. There was a significant increase for salaries, wages and related expenses and this expense was increased by \$26,947,386.00 or 24.21%, this was attributable to the increase in the staff complement

The increase in the staff complement was necessary [to] better serve our members. Contributions made to our members for the year under review increased by \$4,371,699.00 or 105.71%. Here you will see that this year, we contributed over 100% increase to our members.

We have made a net income of \$16,774,413.00. With this net income we were able to increase our asset base which includes our JACISERA Park location at Braco Village.

The Accounts Unit continues to be equipped with improved systems or software to properly manage the financial affairs of the organization.

Despite the COVID-19 pandemic and its impact on the economy, the JCSA has managed to increase its membership and continues to increase the benefits to our members. The newest benefits being Motor Vehicle Help Desk, the Gym and Wellness Centre with Juice Bar, and the addition of a new Mini Mart and an office space in Montego Bay, St. James.

The Treasurer closed off her presentation by expressing gratitude and appreciation to her fellow officers, staff of the JCSA and the General Council Members for their support and understanding of my financial prudence, even with the Subscription at 1%.

“I express a special thank you to the assistant Honorary Treasurers: Sister Sandra Cameron, Brother Arlington Roberts, and Sister Natalie Douglas. To our dedicated audit team: Karen McPherson, Aundrey Green, and Shanique Parks, special thanks for your support, to ensure that the JCSA fulfills its constitutional requirement. Finally, our loyal Accounts team who continues to give their best to meet the needs of our members, staff and suppliers. The team members are Mrs. Crystal Lee-Brown, Accountant; Miss Cherrian Bowyer, Accounts Technician; Mr. Carlos Berry; Accounts Receivable Clerk; Miss Denisha Smith, formerly Accounts Clerk who now serves in another unit.

A motion to accept the Treasurer’s report was moved by Sister Ann-Marie Campbell and seconded by Sister Suzette Grant.

#### **AWARD OF HONORARIA**

The treasurer recommended that the Honoraria be set at \$4 million, an increase from \$3.5 million last year.

A motion for the acceptance of Honoraria was moved by Brother Shawn Mitchell and seconded by Sister Peta-Gaye Hodges.

#### **ACKNOWLEDGEMENT**

The Chairman acknowledged the attendance of Sister Zimines and Sister Honeydene Lawrence-Jack, a senior member of the organization by mention and applause.

#### **APPOINTMENT OF AUDITORS**

Sisters Karen McPherson and Shanique Parks and Brother Aundrey Green were appointed as auditors - moved by Brother Goodison and seconded by Brother Richard Hutchinson.

#### **DECLARATION OF OFFICERS**

Honorary Elections Officer Mr. Andrew Smith announced the results of the contest for 1st Vice President and 3rd Vice President. Mr. Clarence Frater was successful as 3rd Vice President with 513 votes while Mrs. Techa Clarke Griffiths was returned as 1st Vice President with 491 votes.

There was no contender for Honorary Treasurer so Sister Melaini Mullings-Arnold was returned unopposed.

Contenders for 1st Vice President Sister Keisha James, and 3rd Vice President Brother Leo Byfield gave their concession speeches and Chairman and President Brother O’Neil Grant commended them both for running dignified campaigns.

Brother Frater and Sister Clarke Griffiths expressed gratitude for their election in their acceptance speeches and pledged continued service to the JCSA members.

The Chairman announced the Officer Corps for the 2022 to 2023 period:

President O'Neil Grant  
 1<sup>st</sup> Vice President Sis. Techa Clarke-Griffiths  
 2<sup>nd</sup> Vice President- Bro. Kelvin Thomas  
 3<sup>rd</sup> Vice President- Bro. Clarence Frater  
 Honorary Treasurer - Sis. Melaini Mullings-  
 Arnold

The President invited the General Secretary to give her closing remarks where she expressed gratitude to the members, the Treasurer, the President and her team - both the Secretariat Staff and those at the Regional Offices. She acknowledged team members present in the auditorium: Sisters Patrice, Wright, Helen, Nicole, Brothers George, Fabio, Radcliff Anderson and others.

#### ADJOURNMENT

The meeting was terminated at 4:55 p.m.

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# RECORD OF ATTENDANCE

## Executive Committee Meetings

for the period August 2022 – February 2023

OFFICERS	OFFICE	EMERGENCY (1)	SPECIAL (1)	REGULAR (10)	REMARKS
O'Neil Grant	President	1	1	8	
Techa Clarke-Griffiths	First Vice President	1	1	10	
Kelvin Thomas	Second President	1	1	10	
Clarence Frater	Third President	1	1	10	
Melaini Mullings Arnold	Honorary Treasurer	1	1	10	
Camille Buford	Registrar General's Dept	1	1	10	
Sandra Cameron	Post & Telecom Dept	1	1	9	
Ann Marie Campbell Bell	Jamaica Custom Dept	1	1	10	
Nikhail Campbell	Jamaica Library Service	1	1	5	
Allan Carter	MOH&W	1	1	10	
Maud Chambers	Ministry of Tourism	1	1	9	
Kevin Cornwall	PICA	0	1	4	
Raymond Poyser	Min of Econ.Growth & Job Creation	1	1	9	
Rhonda Pryce	TAJ	1	1	9	
Alrington Roberts	MoFinance & Public Service	1	1	10	
Michael Thompson	STATIN	1	1	9	
Sandra Brown NSRC	SERHA	1	1	8	
Leslie Campbell NSRC	DCS – Tamarind Farm	0	1	1	
Robert Chung NSRC	Retired	1	1	8	
Peta-Gaye Hodges NSRC	JIS	1	1	10	
Patricia Jackson NSRC	RGD	1	1	10	
Geraldine Miles NSRC	MFA&FT	1	1	9	
Geoffrey Marshall NSRC	Water Resources Authority	1	1	10	

## General Council Meetings

for the period August 2022 – February 2023

Officers	Min/Dept/Agency	Qtr (Aug '22)	Qtr (Nov '22)	Qtr. (Feb'23)	Total Attended (3)
Grant, O'Neil	JCSA	A	P	P	2
Clarke-Griffiths, Techa	Min. of Local Gov & Rural Development	P	P	P	3
Thomas, Kelvin	Min National Security	P	P	P	3
Frater, Clarence	Min Industry, Investment & Commerce	P	P	P	3
Mullings-Arnold, Melaini	Tax Administration Ja,	P	P	P	3
<b>Departmental Representatives</b>					
Ameir Cummings, Yanique	Min. of Foreign Affairs & Foreign Trade	P	P	P	3
Anderson, Pauline	Min.of Industry, Investment & Commerce	P	P	P	3
Austin, Nikita	Auditor General's Dept	P	P	P	3
Baker, Gregory	DCS- Tower Street	A	A	A	0
Beale, Javette	Min of Education Youth & Info	P	P	P	3
Beckford, Kaydian	Min. of Justice	A	A	A	0
Beckford, Maria	TAJ- Oxford Road	P	P	A	2
Bell, Regina	Court Administration Division	A	A	A	0
Bellamy,Churton	TAJ- Constant Spring	A	P	P	2
Bernard, Christopher	Post & Telecom Inspector Assoc	A	A	A	0

P= Present A= Absent

Officers	Min/Dept/Agency	Qtr (Aug '22)	Qtr (Nov '22)	Qtr). (Feb'23)	Total Attended (3)
Brodber, Andrew	JCDC	P	A	P	2
Brown, Alrick	Min. of Labour & Social Security	P	P	P	3
Brown, Carole	ODPEM	A	A	A	0
Brown, Latoya	National Public Health Laboratory	P	P	P	3
Brown-Kinghorn, Jacqueline	Kingston St. Andrew Health Dept	P	P	P	3
Brown-Thompson, Millicent	Bellevue Hospital	A	A	A	0
Brown, Sandra (NSRC)	South East Regional Health Authority	A	P	P	
Bryan, Opal	Administrator General's Dept	P	P	P	3
Buford, Camille	Registrar General Dept	P	P	P	3
Burrell-Rodney, Angela	National Land Agency	P	P	P	3
Byfield, Leo	Min. of Labour & Social Security	P	P	P	3
Cameron, Sandra	Post & Telecom Dept	P	P	P	3
Campbell, Leslie (NSRC)	DCS -Tamarind Farm Adult Corr Ctre	A	P	A	1
Campbell, Nikhail	KSA Parish Library	P	P	P	3
Campbell, Racquel	Min. of Local Government & Rural Development	P	P	P	3
Campbell, Tasheena	Min. of Agriculture & Fisheries Division	P	P	P	3
Campbell, Tashema	Electoral Office of Jamaica	P	P	A	2
Campbell-Bell, Ann Marie	Jamaica Customs Agency	P	P	P	3
Carter, Allan	Min. of Health & Wellness	P	P	P	3
Chambers, Maud	Min. of Tourism	P	P	P	3
Chung, Robert (NSRC)	JCSA	P	P	P	3
Clarke, Golda	Auditor General's Department	P	P	P	3
Clarke, Kevin	Statistical Institute of Jamaica	P	P	P	3
Clarke-Cole, Anastasia	National Council for Senior Citizens	A	P	A	1
Clemmings, Sandra	Houses of Parliament	A	P	P	2
Cornwall, Kevin	Passport Immigration, Citizenship Agency	P	P	P	3
Davis, Marcia	Jamaica Cultural Development Commission	P	P	P	3
Deslandes Brown, Keynea	Companies Office of Jamaica	A	P	A	1
Douce, Sebastian	Jamaica Constabulary Force- Police Dept	P	P	P	3
Douglas, Ishmael	Dept of Correctional Services	A	A	A	0
Dunbar-Simmonds, Sheryl	Bellevue Hospital	A	A	P	1
Edwards, Annette	Shortwood Teachers College	P	P	P	3
Edwards, Charlene	Jamaica 4H Clubs Staff Association	P	P	P	3
Edwards, Ingrid	Min. of Transport and Mining	P	P	P	3
Fairweather-Sims, Netollia	Institute of Jamaica	A	P	A	1
Forbes-Christie, Millicent	Dept. of Correctional Services-South Camp Adult	P	P	P	3
Foster-Cole, Desrine	Jamaica Cultural Development Commission	A	P	A	1
Fung, Albert	Jamaica Customs Agency	A	A	A	0
Goodison, Dwyane	Min of Education Youth & Information	A	A	P	1
Graham, Sheldon	Post & Telecom Dept	A	P	P	2
Grant, Suzette	Ministry of Local Government & Rural Development		P	P	P 3
Gray, Herbert	Dept. of Correctional Services-Horizon Adult Remand Ctre		A	P	A 1
Green, Michsica	Jamaica Constabulary Force -Police Computer Centre		A	A	P 1
Green-Livingston, Melva	Bustamante Hospital for Children	P	P	P	3
Hall, Llewellyn	Min. of Labour & Social Security	P	P	P	3
Hamilton, Charmaine	KSA Parish Library	A	P	P	3
Hearne-Wright, Sharon	National Environment Planning Agency	P	P	P	3
Henry, Tasha	TAJ-Ocean Boulevard	A	A	A	0
Henry, Uton	Water Resources Authority	A	P	P	2
Hodges, Peta-Gay (NSRC)	Jamaica Information Services	P	P	A	2

P= Present A= Absent

Officers	Min/Dept/Agency	Qtr (Aug '22)	Qtr (Nov '22)	Qtr ). (Feb'23)	Total Attended (3)
Hutchinson, Leroy	National Chest Hospital	P	P	P	3
Hutchinson, Richard	Office of the Prime Minister	P	P	P	3
Hutchinson, Xavier	Min. of Finance & Public Service	P	P	P	3
Jackson, Patricia (NSRC)	Registrar General Dept	P	P	P	3
James, Denise	TAJ- Constant Spring	P	P	A	2
James, Keisha	KPH/Victoria Jubilee Hospital	P	P	P	3
James, O'Neil	Min. of Agriculture & Fisheries Division	A	P	A	1
Johnson, Anthony	Jamaica National Heritage Trust	P	P	P	3
Johnson, Rajeve	Court Administration Division	P	P	P	3
Johnston, Rolforde	National Library of Jamaica	A	P	A	1
Kerr, Michael	Jamaica Information Services	P	P	A	2
Kerr, Okieve	Forestry Department	P	P	P	3
King-Halstead, Steffanie	Min. of National Security	P	P	A	2
Knight, Marlene	Jamaica Fire Brigade	P	P	P	3
Lawson, Curtis	Min. of Science, Energy & Tech	P	P	P	3
Lee, Dwight	Min of Education Youth & Information	A	A	A	0
Lester, Sherene	National Works Agency	P	P	A	2
Lewis-Atkinson, Karen	Forestry Department	P	P	P	3
Loague Cargill, Sheryl	Bellvue Hospital	A	A	A	0
Madden, Judeen	Jamaica Dental Nurses Association	P	P	P	3
Malcolm, Megan	TAJ-Kings Street	P	P	P	3
Marshall, Geoffrey (NSRC)	Water Resources Authority	P	P	P	3
McCurbin, Harold	Bustamante Hospital for Children	P	P	P	3
McDonald, Faith	Ministry of National Secretary	A	P	A	1
McGregor, Akeem	Dept. of Correctional Services- Head Office	A	A	A	0
McGregor, Stephanie	Jamaica Customs Agency	P	P	P	3
McKay, Oshane	Min. of Economic Growth & Job Creation	P	P	P	3
McKoy, Fabian	Dept. of Correctional Services- St. Catherine	A	A	A	0
Mendez-Williams, Sandra	Kingston Public Hospital	P	P	P	3
Morgan- Stephens, Michelle	Golden Age Home	P	A	P	2
Morrison, Nicola	Min. of National Security	P	P	A	2
Miles, Geraldine"	Min. of Foreign Affairs & Foreign Trade	P	P	P	3
Miller, Ervin	Jamaica Constabulary Force -Finance Branch	A	A	A	0
Mitchell, Shawn	TAJ-Kings Street	P	P	P	3
Newman, Dionne"	National Works Agency	A	A	A	0
Nicholson, Junior	National Environment Planning Agency	P	A	A	1
Noble, Rolando	Min. of Labour & Social Security	A	P	A	1
Osbourne, Marlon	Food Storage & Prevention of Infestation Div	P	P	P	3
Palmer, Michael	National Land Agency-Estate Management Division		A	P	P 2
Patterson, Sharon	National Land Agency-Survey & Mapping	P	P	P	3
Patterson, Sharon	Supreme Court	P	P	A	2
Peart, Noel	Registrar General Dept	P	P	A	2
Peart-Roberts, Lorian	Social Development Commission	A	P	P	2
Peart-Stewart, Tonetta	DCS -South Camp Juvenile Centre	A	A	A	0
Pellingston, Dona	TAJ-Stamp Office	P	P	P	3
Pessoa-McGregor, Carmelita	Jamaica Dental Nurses Association	A	P	A	1
Plummer, Peter	Jamaica Defence Force	A	P	A	1
Poyser, Raymond	Min. of Economic Growth & Job Creation	P	P	P	3
Pottinger, Keisha	Passport Immigration, Citizenship Agency"	P	P	P	3
Powell, Claudia	Min. of Justice	P	P	P	3

P= Present A= Absent

Officers	Min/Dept/Agency	Qtr (Aug '22)	Qtr (Nov '22)	Qtr ). (Feb'23)	Total Attended (3)
Pryce,Rhonda	TAJ-East Street	P	P	P	3
Pryce, Michelle	National Works Agency	P	P	P	3
Reeves, Shawna-Kay	Ministry of Science, Energy and Technology	A	P	A	1
Reid, Lloyd	Jamaica Defence Force	A	P	A	1
Richards, Jerry-Neal	Jamaica Library Service	P	P	P	3
Richards-Henry, Michelle	Min. of Health &Wellness	A	P	P	2
Roache, Andrea	National Land Agency-Land Title Division	P	A	A	1
Roberts, Alrington	Ministry of Finance and the Public Service	P	P	P	3
Salmon, Fitz-Roy	Municipality of Portmore	A	P	P	2
Samuda, Kimyka	National Library of Jamaica	P	P	P	3
Saunders,Peter-Gay	KSA Health Dept	P	P	A	2
Saunders-Hammond, Carol	Passport Immigration, Citizenship Agency	A	P	A	1
Scott, Christopher	Dept. of Correctional Services - Metcalfe Street	A	A	P	1
Sinclair-Stewart, Tracy-Ann	Institute of Jamaica	P	P	P	3
Smith, Leanord	Dept. Correctional Services-Tower Street	A	P	A	1
Spence, Latoya	Court Administration Division	P	P	P	3
Stewart, Morris	Psychiatric Nursing Aid Assoc	P	P	P	3
Teape, Avaneta	Ministry of Science, Energy and Technology	A	P	A	1
Thomas, O'Neil	Min. of Justice	A	P	A	1
Thomas-Walters, Claudine	Auditor General's Department	A	A	A	0
Thompson, Michael	Statistical Institute of Jamaica	A	P	P	2
Wentt-Hyman, Marcia	Dept of Co-op & Friendly Society	A	P	A	1
West-Webb, Rose-Marie	Rural Agricultural Development Authority	A	A	A	0
Whyte-Bryan, Denise	Min.of Industry, Investment & Commerce	A	A	P	1
Williams, Latoya	Administrator General's Dept	A	P	P	2
Williams, Garcia	Office of the Prime Minister- Cabinet Office	A	A	P	1
<b>Chapter Chairs</b>					
Bailey-Williams, Jody-Ann	South East Regional Health Authority	A	P	P	2
Clarke, Brandon	Court Administration Division	P	A	A	1
Clarke, Carol	Brown's Town Community College	P	P	P	3
Coleman-Clarke, Karen	St. Mary Parish Library	P	P	P	3
Ferguson, Paulette	Jamaica 4H Clubs	P	P	P	3
Forbes-Black, Beverly	Min. of Labour & Social Security	A	P	P	2
Findlay, Erlett	Min of Education Youth & Information	A	A	A	0
Hudson-McIntyre, Petrina	Free Port Police Station	A	P	P	2
Lawrence, Tamara	Min. of Labour & Social Security	P	P	P	3
Lewis-Brown, Stephanie	Social Development Commission	P	P	P	3
Malcolm, Delsie	Min. of Health &Wellness	A	P	A	1
McGhie, Clance	Trewlany Municipal Corporation	P	P	P	3
Mitchell, Fayann	TAJ-Black River	P	P	A	2
Sancko-Valentine, Yanike	TAJ-May Pen	P	P	P	3
Williams, Peta-Gaye	Electoral Office of Jamaica	A	P	P	2

P= Present A= Absent



## 2022-2023 SECTORS, BOARDS, COMMITTEES AND SUBCOMMITTEES

Committee	Monitoring Officer	Chairman	Staff Assigned
JACISERA Park Board of Management	President	Angela Burrell RodneyMichael Thompson	Fabio Johnson
Finance and Planning	President	Melaini Mullings-Arnold	Crystal Lee-Brown
Sports	Treasurer	Alrington Roberts Raymond Poyser	Patrice Porter
Young Workers	1 <sup>st</sup> VP	Nikhail Campbell Cadegia Whyte	Racquel Stephenson
Policy & Constitution	1 <sup>st</sup> VP	Camille Buford Shawn Mitchell	General Secretary
Fundraising	3 <sup>rd</sup> VP	Rhonda Pryce Marlene Knight	Crystal Lee
Women's Action	1 <sup>st</sup> VP	Geraldine Miles Latoya Spence	Patrice Porter
Trade Union Education and Training	Treasurer	Sandra Brown Tashema Campbell	Patrice Porter
Mini Mart Management	3 <sup>rd</sup> VP	Pauline Anderson Latoya Brown	Crystal Lee
Member Services and Affiliation	Treasurer	Ann Marie Campbell Bell Tracy Sinclair Stewart	Michelle Williamson
Legislation and Regulations	1 <sup>st</sup> VP	Stephanie Lewis Brown Rajeve Johnson	George Thorpe
Industrial Relations	2 <sup>nd</sup> VP	Yanique Amir Cummings Kevin Cornwall	George Thorpe
Information Technology and Communication	2 <sup>nd</sup> VP	Okeive Kerr Sabastian Douse	Helen Mason & Shanee Grant
Men's Coalition	3 <sup>rd</sup> VP	Allan Carter Nikhail Campbell	George Thorpe
JACISERA Toastmasters Club	Melaini Mullings Arnold	Claudia Powell	Candice Dennis

**JCSA Advisory Committee****National Staff Relations Council**  
*(Staff Assigned: General Secretary)*

Sandra Brown  
 Patricia Jackson  
 Geoffrey Marshall  
 Leslie Campbell  
 Robert Chung  
 Peta Gaye Hodges  
 Geraldine Miles

**JCSA Trustees***(Staff Assigned: General Secretary)*

Edward Bailey  
 Wayne Jones  
 Georgia Mogg

**JCSA Affiliated Organisation****JCSA Limited** *(by appointment ratified by General Council)*

Wayne Jones  
 O'Neil Grant  
 Georgia Mogg  
 Angela Burrell Rodney  
 Tifonie Powell Williams

**JCS Housing Company Limited**  
*(by appointment ratified by General Council)*

Raymond Poyser  
 Wayne Jones  
 O'Neil Grant  
 Tifonie Powell Williams  
 Techa Clarke Griffiths

**Public Service Commission**  
*(Constitutional Nominee)*

Brenda Cuthbert

**Jamaica Printing Services (1992) Ltd**

Patricia Jackson

**Jamaica Confederation of Trade Unions**

O'Neil Grant  
 Techa Clarke Griffiths  
 Tifonie Powell-Williams

**Government Employees Transport Service**

Michael Thompson  
 Patrice Porter - Alternate  
 Raymond Poyser

**Government Employees Administrative Services Only (GEASO) Scheme**

O'Neil Grant  
 Tifonie Powell-Williams

**Board of Trustees Executive Agencies Pension Scheme**

Patricia Jackson

**Computer Loans Scheme**

Alrington Roberts  
 Raymond Poyser

**Civil Service Week Planning**

Marlene Knight  
 Geoffrey Marshall  
 Maud Chambers  
 Patrice Porter - alternate

**Public Sector Monitoring Committee**

O'Neil Grant  
Techa Clarke Griffiths

**National Housing Trust**

O'Neil Grant

**Consumer Affairs/Fair Trading Commission**

O'Neil Grant

**Partnership for Jamaica**

O'Neil Grant

**2022-2023**

Maud Chambers  
Patricia Jackson  
Raymond Poyser  
Leslie Campbell  
Alrington Roberts  
Peta Gay Hodges  
Rhonda Pryce  
Robert Chung  
Allan Carter  
Geoffrey Marshall  
Michael Thompson  
Geraldine Miles  
Sandra Cameron  
Sandra Brown  
Camille Buford  
Ann Marie Campbell-Bell  
Kevin Cornwall  
Nikhail Campbell – Young Worker Rep

**Assistant Honorary Treasurers**

Alrington Roberts  
Sandra Cameron

Sector Leader	Sector	Staff Assigned
O'Neil Grant	Office of the Prime Minister and Office of the Cabinet (and its subsidiaries) Economic Growth and Job Creation (sub divisions) Finance and the Public Service Education, Youth and Information Health and Wellness	Helen Mason/ George Thorpe
Techa Clarke Griffiths	Foreign Affairs and Foreign Trade Energy, Science and Technology Electoral Office of Jamaica Industry Investment & Commerce Agriculture and Fisheries	Joy Tucker Rosalind McKenzie
Kelvin Thomas	Transport and Mining Justice Local Government and Rural Development	Andrew Lattibeaudiere
Clarence Frater	Labour and Social Security National Security Culture, Gender, Entertainment and Sport	Alecia Pusey
Melaini Mullings Arnold	Tourism	
*****Legal and Constitutional Affairs to be Assigned		

Zone 1	Western Region -	Techa Clarke Griffiths	George Thorpe
Zone 2	South Central Region	Clarence Frater	Alecia Pusey
Zone 3	North East Region	Kelvin Thomas	Joy Tucker
	KSA-at Large, St. Thomas & St Catherine	O'Neil Grant	Junior Latibeaudiere & Rosalind McKenzie

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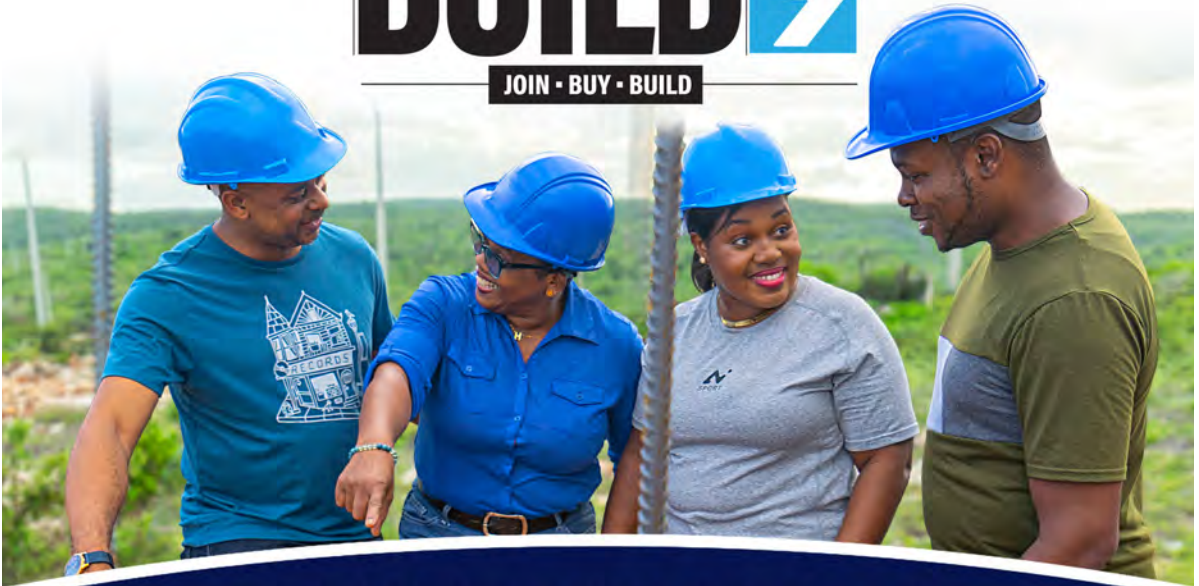
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# NOTES



# NOTES

## **NOTES**



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North East Regional Office: 6 Main Street, Port Maria, • Tel: 876-996-7345

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