

# Human Resources Management for Indigenous Communities

February 20 - 22, 2018 · Gatineau, Quebec

## Explore Practical Approaches to Optimizing Your Organization's Human Capital

- Take away a blueprint for an effective HR policy
- Address lateral violence and micro and macro workplace aggression
- Leverage employee engagement strategies that are measurable
- Get training techniques and resources from Anishinabek Employment and Training Services
- Understand your legal responsibility to prevent and investigate sexual harassment
- Explore the principles of coaching to resolve personality conflicts
- Learn how to apply employment law updates in your workplace
- Learn the limitations to employees' right to privacy
- Take away proven tips for leading in complex environments
- Develop workplace accommodation strategies that are a win-win for all
- Harness evidence-based strategies for workplace safety and wellness
- Participate in roundtable discussions with your peers on your most important challenges

## Day One Agenda: Tuesday, February 20, 2018

**8:00 - 9:00 Registration and Continental Breakfast**

**9:00 - 9:10**

**Welcome and Opening Remarks from the Chair**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

**9:10 - 10:10**

**Recognizing and Developing Your Talent**

*Linda Manning, Intercultural Economist, CultureScapes Consulting and Training*

- Using continuous improvement in Indigenous organizations
- Recognize values embedded in business models
- Changing the mindset—build on values and strengths
- Tie in appreciative inquiry
- Build individual and organizational capacity
- Indigenous community, a strength on which to build • Transforming strengths into higher productivity and capacity

**10:10 - 10:30 Networking Break**

**10:30 - 12:00**

**The Role, Responsibility and Tools of Today's HR Manager**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

- Human resources as a strategic business partner
- The key components of an effective human resources team
- Tools to enable your best practice

**12:00 - 1:10 Luncheon Break**

**1:10 - 2:10**

**Communicating for Results**

*Bruce Weippert, President, tap Strategy and HR Consulting*

*Terri Harrison, Vice-President, Consulting Services, tap Strategy & HR Consulting*

- Using communications to drive workplace culture
- Effective communications in a multi-generational workplace
- Tools and techniques for mastering respectful and meaningful workplace communications
- Communication strategies when disagreements arise

**2:10 - 2:30 Networking Break**

**2:30 - 3:30**

**Creating a Culture of Learning and Inclusivity**

*John DeGiacomo, Executive Director, Anishinabek Employment and Training Services*

- Creating a culture of learning and inclusivity
- Training to employment
- Partnerships
- Wise practices
- Indigenous workplace inclusion

**3:30 - 4:00**

**Facilitated Open Discussion: Summary and Reflection on Current HR Challenges**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

Our facilitated open discussion session is designed to give conference participants an equal opportunity to discuss relevant human resources issues that they deal with in their workplaces. It will be a platform to reflect and express individual concerns, increase personal learning, and provide access to the opinions of peers and speakers. With a strong emphasis on sharing, this session will give you the opportunity to benchmark with your fellow HR practitioners.

- Observations of the day
- Outstanding concerns
- Catalyst for action

**4:00 End of Day One**

**Day Two Agenda: Wednesday, February 21, 2018**

**8:00 - 9:00 Continental Breakfast**

**9:00 - 9:10**

**Opening Remarks from the Chair**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

**9:10 - 10:30**

**PART 1: Workplace Harassment and Investigations: How to Protect your Organization and Employees**

**PART 2: An Update on Ontario's New Fair Workplaces, Better Jobs Act**

*Dan Palayew, Partner, Labour and Employment Group, Borden Ladner Gervais LLP*

- Key terms and concepts
- Workplace violence
- Workplace harassment
- Roles and responsibilities
- Sample workplace violence policy
- Examples of measures and procedures for workplace violence programs
- Sample workplace harassment policy and program

**10:30 - 10:45      Networking Break**

**10:45 - 12:15**

**EXTENDED TWO-PART SESSION:  
Improving the Employee Experience**

**Part I: Why "Performance Management" Instills Fear, and What Can Be Done About It?**

*Bruce Weippert, President, tap Strategy and HR Consulting*

*Terri Harrison, Vice-President, Consulting Services, tap Strategy & HR Consulting*

- Changing the conversation around performance management
- Process or personalization – striking the balance
- The ongoing debate about the value of the performance review
- Simple techniques for managing performance strengths and gaps

**Part II: Employee Engagement Made Easy**

*Bruce Weippert, President, tap Strategy and HR Consulting*

*Terri Harrison, Vice-President, Consulting Services, tap Strategy & HR Consulting*

- What does employee engagement look like when I see it?
- What drives employee engagement and why it matters
- Making a case for engagement and its value proposition on results
- Tips and strategies for engaging your workforce

**12:15 – 1:30      Luncheon Break**

**1:30 – 2:10**

**Summary and Interactive Discussion:  
Improving the Employee Experience**

*Bruce Weippert, President, tap Strategy and HR Consulting*

*Terri Harrison, Vice-President, Consulting Services, tap Strategy & HR Consulting*

**2:10 – 2:30      Networking Break**

**2:30 – 3:30**

**Duty to Accommodate: Understanding Employer and Employee Responsibilities**

*Ryan Conlin, Partner, Stringer LLP*

- Hear about the latest significant accommodation cases in Canada
- Hear about supporting employees with mental health issues
- Find out how to work effectively with your employees' doctors within the boundaries of confidentiality

- Get tools for identifying and addressing areas affecting attendance within your workplace
- Hear best practices for preventing substance abuse in the workforce
- Learn how to develop sound policies to manage the increased use of medical marijuana
- Examine the importance of providing the required resources to your employees and front-line managers in disability case management
- Hear strategies for leaders to support the employee's back-to-work transition
- Get clarification on your requirements when dealing with family status requests

**3:30 – 4:00**

**Facilitated Open Discussion: Summary and Reflection on Current HR Challenges**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

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- Observations of the day
- Outstanding concerns
- Catalyst for action

**4:00 End of Day Two**

**Day Three Agenda: Thursday, February 22, 2018**

**8:00 - 9:00 Continental Breakfast**

**9:00 - 9:10**

**Opening Remarks from the Chair**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

**9:10 - 10:10**

**Develop and Model Effective Time Management**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

**10:10 - 10:30 Networking Break**

**10:30 - 12:00**

**EXTENDED SESSION**

**Pathways to Success: An Interactive Workshop Designed for Employers with Limited Resources**

*Linda Manning, Intercultural Economist, CultureScapes Consulting and Training*

*Dwight Powless, Performance Enhancement Professional, CultureScapes Consulting and Training*

**Part I: Transform Hidden Talent into High Performance - Working Together**

- Purposeful and strategic employee development for retention and growth
- Human resource strategies for hiring, engagement and retention

- Employee turnover in Indigenous organizations

**Part II: Recognizing and Developing Your Talent**

- Mindset change and profound impacts for employee and organizational capacity
- Recognizing strengths and building on them
- Advantages and challenges of long-term employees

**Part III: Pathways to Success - Continuous Learning in Indigenous Organizations**

- Appreciative inquiry and continuous improvement models
- Transforming strengths into higher productivity and capacity
- A path forward

**12:00 - 1:10 Luncheon Break**

**1:10 - 2:10**

**Human Resources: Document, Document, Document**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

**2:10 - 2:30 Networking Break**

**2:30 - 3:30**

**Facilitated Open Discussion: Summary and Reflection on Current HR Challenges**

*Lori Craig, Human Resources Consultant, Aboriginal Futures*

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- Observations of the day
- Outstanding concerns
- Catalyst for action

**3:30 End of Day Three**

**Featuring These Industry Experts**

**Lori Craig, Human Resources Consultant, Aboriginal Futures**

Lori Craig is a certified Canadian Human Resources Practitioner (CHRP). She leads a human resources team that has implemented numerous organizational improvements. She has more than 25 years of human resources experience with a focus on personal, interpersonal, and organizational effectiveness. Lori has been recognized as a key contributor on the senior management team of an international organization and has served as a police officer in the Calgary Police Service.

**John DeGiacomo, Executive Director, Anishinabek Employment and Training Services**

Under the direction of the AETS Board of Directors, John DeGiacomo supervises and provides support as well as guidance to staff in the day to day operations of the corporation. Duties also include planning, organizing, evaluating as well as liaising with employment related organizations, training and education institutes, and social agencies. Other tasks include representing AETS at the local, regional, provincial, and federal levels.

**Terri Harrison, Vice-President, Consulting Services, tap Strategy & HR Consulting**

Terri Harrison is Co-founder and a seasoned professional who brings operational, HR, and strategic experience to tap Strategy & HR Consulting. Having more than 29 years' combined experience as a business owner, working with clients in the public, private and not-for-profit sectors, Terri has worked both within national and international contexts. Terri's strengths include strategic visioning, gap and solution-finding; she is focused on not only where organizations are going but particularly 'how' they get there. Terri's passion is on influencing positive change through Leadership and Talent Management, particularly through engagement and the integration of talent and potential. Terri has experience in all facets of strategic leadership and human resources management and incorporates project management principles and collaboration in her approach. Terri has extensive volunteer experience, has served on past boards and has education and training in human resources, training and development, business, psychology, science and math. Terri is an environmentalist, a humanitarian and an opportunistic learner at heart, and is passionate about walking the talk.

**Linda Manning, Intercultural Economist, CultureScapes Consulting and Training**

Linda Manning, PhD, is an intercultural economist, business advocate, and champion of growth through inclusion. She brings her experience and expertise in research, teaching and service to those who want to benefit from the diversity in their organizations. Born in the U.S. and raised in other countries, she understands being an outsider and being judged based on stereotypes. She gets it when unintended harm can come to someone because of unconscious bias and lack of understanding. A long-time economics professor, Linda did research on how different people learn differently. When she immigrated to Canada, she decided her skills could be used to promote business growth through inclusion. Her particular interest is how small businesses, with limited resources, capitalize on hidden talent they hire. She is an expert on inclusive teaching and management practices. She does research, develops training and evaluates programs designed to grow awareness and skills for strong employment outcomes for the employer and the employee.

**Dan Palayew, Partner, Labour and Employment Group, Borden Ladner Gervais LLP**

Dan Palayew regularly advises employers with respect to union organizing and certification, collective bargaining, injunctions, wrongful dismissal actions, employee terminations, arbitrations, pay equity, human rights, occupational health and safety, workplace safety and insurance and workplace privacy. Dan Palayew has appeared before numerous courts and tribunals, including boards of arbitration, the Ontario Labour Relations Board, the Canada Industrial Relations Board, the Workplace Safety and Insurance Board and Appeals Tribunal, the Ontario Superior Court of Justice, the Ontario Court of Appeal and the Federal Court of Appeal. Dan Palayew is a member of the Human Resources Professionals Association of Ontario and the Ontario Bar Association. He is the past Eastern Ontario Representative on the Ontario Bar Association Labour Relations Section Executive and is currently the Eastern Ontario Regional Coordinator on the Privacy Law Section Executive. He sits on the Board of Directors of the Ottawa Human Resources Professionals Association, and has chaired the Government Affairs Liaison Committee.

Dan Palayew has spoken at and chaired numerous conferences and seminars and has published several articles regarding labour and employment law. He has been interviewed on radio and quoted frequently in publications such as The Globe and Mail, The Ottawa Citizen, the Ottawa Business Journal and Workplace News on employment, labour and privacy issues.

**Dwight Powless, Performance Enhancement Professional, CultureScapes Consulting and Training**

was born on the Six Nations Reserve and attended the Mohawk Institute Residential School for several years. After completing high school, he joined the RCAF, he then enrolled at Fanshawe College attaining a post secondary education diploma. Dwight retired from Canada Post after 34 years, having had several career changes that included in Technical Services, Human Resources, and Legislated Programs. He finished his career as the Corporation's first Aboriginal Relations Manager and was instrumental in Canada Post's becoming the only federal Crown Corporation achieving the Gold Hallmark level for Progressive Aboriginal Relations from the Canadian Council for Aboriginal Business.

After retirement in 2009, Dwight was recruited by Algonquin College to enhance and increase the platform for the Aboriginal community within the college. In 2014, Algonquin College was awarded the Chairman's Award from the International Partnership Network for the DevelopMentor Program, spearheaded by Dwight. The DevelopMentor is a program where the college partnered with Tim Hortons to provide jobs for Aboriginal students attending Algonquin College. From 2007 to 2015, Dwight volunteered as a Product Development Manager for SAY Magazine (Spirit of Aboriginal Youth), a magazine designed to inspire youth to achieve by promoting role models within the Aboriginal community.

**Bruce Weippert, President, tap Strategy & HR Consulting**

Bruce Weippert has more than 27 years of strategic leadership and senior human resources experience as a management consultant and senior human resources executive, Bruce brings a wealth of business and HR insight to the table. He is the Co-founder of a leading management consulting firm that specializes in strategy, end-to-end HR services and support, and executive coaching. Bruce supports businesses and clients in the federal government, private sector, and with not-for-profits and associations in Canada and internationally, and is a specialist in the areas of organizational strategy, organizational design, change management, learning and development, and business transformations. Bruce's experience leading positive change and delivering progressive strategy and HR-based services to the organizations he has worked with has allowed him to bring an integrated business and HR perspective to serving his client's needs as a consultant. His view is that the role of HR is not only to provide business owner, employee and manager-based services to organizations, but to deliver strategic guidance, innovative thinking, and results on matters that impact the business scorecard.

Bruce volunteers with several charitable organizations and educational institutions, is a mentor volunteer with aspiring HR professionals and is a Certified Human Resources Executive (CHRE).