

Corporate Services Update

Samantha Kuula

Director

Thursday, February 8th, 2024



Director Updates

- New staff – Kipp, Ashley and Olivia!
- Thank you Sylvie for managing the training systems.
- Surface Building reno complete
- Wellness Spaces
- EDI Policy
- Refuge Kitchenette update
- User Engagement Survey
- GoodLife Membership
- USW2020 Negotiations – April 30, 2024
 - Confidential
 - Please remind groups to not discuss any details

Information Technology

-
- Welcome Kipp Grose!
 - New printer roll out
 - DNS/DHCP upgrade
 - Wifi upgrade
 - Network outage
 - Cause and update
 - Cybersecurity project
 - IT Sharepoint - <https://snolab.sharepoint.com/sites/ITSupport>

Environmental Health & Safety

- SNOLAB completed **1095 LTI free days** until January 15, 2024. Since January 2023, a total of 5838 person-hours of EHS training have been completed which includes staff (3725 person-hours) and users (2113 person-hours).
- No new Ministry of Labour, Immigration, Training and Skills Development (MLITSD), orders received. All previous orders are closed.
- SharePoint based EHS Learning management system development is in progress with in-house resources. Testing of the new system is in progress with limited roll out. EHS training profile registration process started with SharePoint based EHS Learning management system in Dec. Till date 225 people created their EHS training profile in the system.
- EHS is coordinating with WSN, Vale, NEOMO for the mine rescue training. 4 people completed the mine rescue introductory training.

Education and Outreach

- CAPSS
 - Undergraduate summer school
 - May 5-11, 2024
- TRISEP
 - Graduate summer school
 - July 8-19, 2024
- CASST
 - Undergraduate students
 - August 19-20, 2024

New Dark Matter Podcast

The Coldest Case is dark matter podcast from the Interactions Collaboration



Human Resources

- Final (3rd) scientist from last recruitment process has started (Stukel)
- Other successfully appointed positions include a Mechanical Maintainer, HR Advisor, Senior IT Officer, and a Cleaner Maintainer. Recruitment initiatives are currently underway for a new Project Management Officer Manager, a Cleaner Maintainer, and an HR Assistant.
- Student recruitment for the fall term resulted in 5 new students hired and 2 extensions (7 total). Student recruitment for the winter term just concluded, resulting in 4 extensions and 10 new hires for a total of 14 students for this term. The cumulative number of students hired for the period of September 2023 to August 2024 is 21 (6.93 FTE)

Next 6 months

- Update HRIS
- Summer of Science
- EDI Committee Implementation
- Sharepoint Rollout
- New onboarding process – Site Access update