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Pride Perseverance Possibilities



GDI Communicator

The GDI Communicator is an internal newsletter intended to increase communication between management and staff of the Gabriel Dumont Institute of Native Studies and Applied Research

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A Potential Workplace Issue: Medicinal Marijuana

By Jim Edmondson

With the continued increase of cancer cases and other chronic pain conditions in today's society, there has been an exponential increase in the number of licenses granted for the possession and use of medical marijuana in Canada. In January 2012, there were just fewer than 14,000 licenses issued and that number increased to 38,000 in September 2013.

This has created new questions and challenges for Canadian employers such as how do we deal with an employee who requires this who operates in a safety sensitive role? The question arises, are employees with medicinal marijuana licenses exempt from any requisite drug testing or mandated disciplinary measures if they are impaired at work?

Regrettably, with the growing incidences of cancer and other debilitating conditions, the use of medicinal marijuana or other pain relief drugs that could impair an employee's ability to perform his/her job is expected to continue to rise in the next decade. This issue will potentially affect the way companies and organizations operate.

On March 31, 2014, the Canadian government enacted the Controlled Drugs and Substances Act. The Act permits medical practitioners to license individual persons

to use marijuana for the purpose of treating certain medical conditions. In order for an employee to be allowed to use medicinal marijuana in the workplace they must be able to produce a valid medical document authorizing the use of medicinal marijuana. There are multiple pieces of information that are required in that document.

For employers, it's crucial to note that if an employee has a prescription for medicinal marijuana or other strong pain reliever for a medical condition, the case could qualify as a disability issue. The employer is then legally obligated to accommodate that employee to undue hardship.


What then?

A license for medicinal marijuana or other prescription drug is not a license for impairment in the workplace. Employees with a license for medicinal marijuana should be treated like any other employee with prescription medication that could affect their ability to carry out the duties of employment. It should be noted that the regular principles around job duties and the duty to accommodate must apply.

The employer can set limits or strict parameters if the employee says they need to use the prescription on the

job. The employer's actions will vary depending on whether the employee is in a safety sensitive position. For a safety sensitive position, the employer needs to make further inquiries to ascertain whether the employee can be accommodated. Employers are only obligated to accommodate up to undue hardship.

Further, for employees in both safety sensitive and non-safety sensitive positions, the employer may be entitled to request a medical review or Independent Medical Examination (IME) to determine whether the employee can be accommodated and what type of accommodation is required.

While the use of medicinal marijuana is a new and controversial issue, especially in the workplace, employers and employees need to remember that it is generally no different than the use of other kinds of prescription medication. Just as it is unacceptable for an employee to be impaired on the job by taking other prescription pills, impairment due to prescribed marijuana cannot be tolerated if it adversely affects the core duties of the employee. The use of medicinal marijuana is not an excuse for impairment and the employer is justified in establishing certain rules regarding its use in the workplace. 



IT Update

By Gareth Griffiths

IT Support System

In December 2014, we received 31 new IT requests to the support system. Of these, 30 have been completed and closed (96% closure rate). Overall, we closed 47 Work Orders. There are currently 19 open Work Orders.

Don't forget to email support@gdins.org for any IT-related issue. In the event that an email cannot be sent for any reason, please call any member of the IT Team (Gordon Holtzlander, Brody Parent, or Gareth Griffiths) who will log the support Work Order for you.

Website

The [Website](#) continues to be updated. Recently added items include information on scholarship application, news item, and the annual Gabriel Dumont Scholarship Foundation Golf Tournament. We always need new content to ensure the information is kept up to date. If you have any news items or events you want to add to the website, please email support@gdins.org. We will also promote these on Facebook and Twitter to ensure maximum coverage.

The online shop continues to record strong sales. In December, we made \$5,000 in sales. So far in January, we have seen 13 sales worth over \$2,000.

Twitter

We have a strong social media presence. Currently our Twitter feed https://twitter.com/gdins_org has over 300 followers, and has created 420 tweets. We also gave the page a facelift, to bring the theme in line with the website. In December, we made seven original tweets that earned a total of 2,200 impressions (number of times users read the tweets). These tweets were engaged with 33 times (total retweets, replies, favourites, etc). The most popular tweet was 'The Big Day in Métis history' (Gabriel Dumont birthday tweet) which reached 679 impressions and 14 engagements. If you are on Twitter, please follow us.

Facebook

Facebook continues to grow. In December 2014, we had 10 new posts that created significant engagement – registering over 2,000 post

clicks. By far the most popular post was the Taanishi Books announcement with 1,400 post clicks. The most liked post was the 'Steps in Time' jiggling with 77 likes. The number of people reached by a post peaked at just over 1,100.

The demographics are interesting. Over all time in Facebook, 69% of visitors are women, with the majority aged being between 25 and 44 (19% 25-34 and 18% 35-44). Globally, we have reached as far as Australia, Brazil and Tunisia.

Sophos Anti-Virus Update

New Anti-Virus software, Sophos, was pushed out automatically to all machines without a hitch. We have also added traffic shaping rules to the Central Office network so virus updates do not hog all the available bandwidth.

Phishing/Virus

Just a quick reminder to be vigilant on all emails received. Please be wary of emails asking for personal information such as account or password information (phishing attacks).

Continued on Page 3.

GDI & Feds Join Hands to Support Michif Language


By James Oloo

Aboriginal languages are of fundamental importance to the identity of many Métis, First Nations, and Inuit people. However, as the older generation of Aboriginal population shrinks, it is more important than ever before that the languages be preserved and taught to the younger generations. To this end, the Government of Canada has partnered with the Gabriel Dumont Institute to support Michif language-learning tools for children.

On December 15, 2014, Ms. Kelly Block, Member of Parliament for Saskatoon–Rosetown–Biggar, announced on behalf of the Minister of Canadian Heritage Honourable Shelly Glover, that the Government of Canada is providing \$59,700 in funding to GDI to translate 27 books of its early reading program into Michif-language editions with English translations.

The early reading program includes three sets of nine

children's books, all relating to Métis culture. The translated version will also include an audio CD with narration tracks for each book, which will allow readers to practice their pronunciation. The books were written by Angie Caron and Wilfred Burton, and the audio narration provided by Norman Fleury.

The GDI will produce 1,000 copies of each set—a total of 27,000 books and 3,000 CDs—which will be distributed to libraries, homes and schools across Saskatchewan. 



GDI Board Member Collette Robertson and Shalyn Parisian At the LPN Regina graduation Ceremony (see Page 4)



Collette Robertson & LPN Graduate Shauna Spilchuk
Photos by Megan Skene



GDI Aboriginal Apprenticeship Update

By Shawn Mahar

On January 14, 2015, we held our first Open House since the announcement of the new Aboriginal Apprenticeship Project. The Open House, held in Saskatoon, was well attended by both employers and potential apprentices. Many of the employers had previously partnered with us in the GDI Skills and Partnership Fund Apprenticeship Initiative that ended in March 2014. The Open House provided an opportunity for networking and to

inform those present about the current project, its goals, and objectives. The informative question-and-answer session that followed was very lively.

On January 22, we had an orientation for prospective clients at the same venue. It was a full house with participants coming from Saskatoon and area. We plan on having the orientations on Thursday afternoons as necessary.

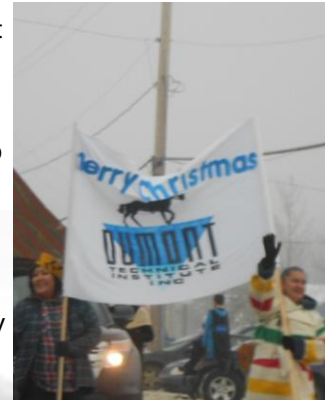
It was wonderful to see and hold discussions with many young men and women who are

interested in learning more about apprenticeship programming. Apprenticeships and trades offer an incredible opportunity for Métis and First Nations people to acquire skills that are in high demand in the labour market.

We will be holding Open Houses on February 10 in Regina; February 11 in Yorkton, February 18 in North Battleford, and February 19 in Lloydminster.

Please spread the word to promote attendance. Updates are available online at <https://twitter.com/gdins> and <https://facebook.com/gabrielumontinstitute>.

DTI Christmas Parade in La Loche



Dumont Technical Institute
2014 Christmas Parade,
La Loche, SK

New Online System for Employee T4s

By Cory McDougall

This will be the first year that GDI will not print out and send T4s to Institute employees. In order to log in and print your own T4 for 2014, you must have access to the intranet and the Penny/Joe system. If you have yet to access this system, please obtain your log in credentials for both the intranet and Penny/Joe by contacting IT at support@gdins.org.

To access your T4, please complete the simple 12-step process below. If you have a question, please contact IT.

1) Visit www.gdins.org; 2) Click "Sign In" at the top of the page; 3) Use your intranet credentials to sign in; 4) On the left side of the page, click "Online Payslips"; 5) Select the corporation you are paid from. 6) Use your Penny/Joe credentials to log in to the system; 7) Click "reports"; 8) Click "employee T4"; 9) Click "printable version".

10) Click the print icon at the top left of the screen to print; 11) Log out of Penny/Joe at the top right of the screen; and 12) Log out of the intranet at the top right of the screen

under the drop down menu that says "Welcome, xxxx".

Federal regulation states that T4s must be issued to employees by the end of February. Historically, GDI has issued T4s earlier than that date and we anticipate that this year will be no different. This will give staff an opportunity to get familiar with the new system. Please watch for an email that will be sent out from HR when T4s are available to be printed. A shift from paper to online T4 is one of the changes we have made to improve efficiency and reduce our carbon footprint.



IT Update ... continued from Page 2

Some of the recent ones received include mailbox storage limit warnings and a Payment Advice Notice. A couple of tips to identify a phishing email: 1) Look at the 'From' email address. Usually this has no reference to the organization it purports to be from.

For example, if the email was really from RBC, chances are the email would be ...@rbc.com or ...@rbc.ca and not @hotmail.com. 2) If there is a link in the email, hover over it, and look at the address it is sending you to. Again this usually bears no relation to the company is being claimed to be the sender.

If you receive a suspicious email, don't follow any of the links or reply to it. Rather, delete it or contact IT. Just to reinforce this. No reputable company will ask for confidential information such as passwords by email.

Closing Thoughts

IT professionals never die. They just go offline.



Photos by Rena Lemaigre
The photos are also available
at <https://twitter.com/gdins>
and <https://www.facebook.com/gabrielumontinstitute>



GDI Christmas Parade in La Loche

By Jeannie Murray

Christmas festivities at La Loche would be incomplete without a parade across town by Dumont Technical Institute students and staff. Such was the case last month.

Every year, Dumont Technical Institute students in La Loche come up with a theme for the year's Christmas parade. The spirit of the season and celebration of the end of the semester often add joy at our campus. This year, with only four days left before the parade, the students had high motivation and very extra hard as a team to ensure all features were completed on time.

The 2014 Christmas theme, while focusing on the Métis traditional lifestyle, was inspired by Donna Lee

First Cohort of DTI LPN Regina Graduates

By Chantelle Gagnon

On Saturday, November 22, 2014 DTI graduated their first ever cohort of Practical Nurses in Regina, SK. Gabriel Dumont Institute, partners, families and friends gathered to celebrate the successful completion of the Practical Nursing Program and of becoming its first alumni at the Queen City. The graduation ceremony was a fitting culmination to years of work that went into the program.

Dumont Technical Institute began discussion in 2012 to offer a PN program in Regina and in January 2013 this became a reality. Dumont Technical Institute brokered the program from Saskatchewan Polytechnic (formerly SIAST) and were able to offer educational opportunities to 14 students. The Practical Nursing program is offered at a brand

Dumont's book *Peter Fidler and the Métis*. Ms. Dumont was previously a teacher at the Ducharme Elementary School in La Loche. The biographical short story about European explorer, Peter Fidler, taught the students of the interactions between European explorers /fur traders, and the native people. The story also served as a guide to create some of the costumes. The task of coming up with ingenious designs of the Métis people was meticulously constructed either by hand-sewing, painting, or construction of the trapper's cabin. The students displayed many unique skills in all areas.

The community was very supportive as many turned out on a cold afternoon to enjoy the

parade. It was exciting to see a lot of people out cheering.

One of the key reasons why we take part in the Christmas parade project every year is to celebrate the cultural lifestyle of the Métis people, as well as recognizing the culture's distinction and their many contributions. The parade was not just about Christmas, it also provided us with a forum to celebrate and show our pride in the Métis culture. It brought a cheer to the community.

By participating in community event, we actually show that we care about our community. In the process, the Institute got commendable publicity. The efforts also won the students a \$200 prize at the parade. 🌐

new space that includes a state-of-the-art lab. The facility provides students with a positive and resourceful learning experience.

This program is a very intense fast paced program that does not have a lot of down time for students and has to be made a top priority. The students worked hard day in and day out for two years to complete their practical nursing diploma program. The commitment and dedication of the students over the entirety of the program was outstanding.

Balancing their daily lives, health, jobs and families was not an easy task for many- but eleven ladies were determined to not let anything get in the way, and the smile on their faces at graduation day were ones of pride and success.

These women are all amazing individuals- who inspire those around them every day to persevere. No matter what came up, or how hard things got at certain points- they did not give up. All members of the graduating class have been offered employment right here in Saskatchewan and many have been working since the day after graduation. The graduates wrote their National Licensing exam on January 14.

The grads had a wonderful evening celebration at the Sandman Hotel that included 130 guests, a delicious buffet dinner and a presentation ceremony, followed by several speeches and a slideshow. It was a very proud moment for not only our students, but our organization. Thank you to everyone who helped to make this program a success. 🌐



Leonard Gamola, 1964-2015 GDI Family has lost a dear friend and colleague. Lenny joined the organization in 2009 and worked with dedication at our La Loche Learning Centre. He took pride in his work and always ready to provide a helping hand. He passed away on January 6. Lenny will be greatly missed.



Dumont Technical Institute Christmas Parade, 2014 La Loche
Photo by Rena Lemaigre



GDI Support Services, Reporting and Procurement

By Cory McDougall

GDI has IT professionals based in Saskatoon, Prince Albert and Regina. The Institute's northern offices are supported from Prince Albert. Central regions are serviced by Saskatoon and southern offices are supported from Regina. If you experience difficulty with any electronic device (such as computer, printer, phone, or mobile device), please contact us by email at support@gdins.org or call IT or Finance and we will be happy to help.

Support@gdins.org is an automated system that makes IT and Finance staff aware of any reported IT-related problem. When the Work Order is received, it is assigned to a staff member who provides an estimated time of resolution. If the Work Order remains open past that time, the call is escalated and followed up on. The system enables us

to provide staff with a reasonable expectation of when the issue will be resolved. Within the next few months, we will be rolling out new policy and set of protocols regarding telephone communication.

Thank you to all Institute managers who supported the initial round of Management Reporter training. Should you like to learn more about this system, please contact us and we will arrange additional training. Also, we will continue to send out financial updates on a monthly basis via Management Reporter.

We are very pleased with the support for the new purchase order (PO) system. The efforts made by all staff have led to a more cohesive process, improved relationships with vendors and significantly reduced audit work, time

and expense. Kudos to Amanda Walker, Sarah McCallum, Darcy Goodwin, Valerie Durocher, and Catherine R. Aubichon for their hard work. We will continue to follow up on outstanding POs on a monthly basis.

To request a PO, please send a signed order form to: gdipo@gdins.org, dtipo@gdins.org, or gditepo@gdins.org. If you'd like a copy of a processed PO, do let us know. Please send all invoices, payment vouchers and travel claims to Finance via the mail or payables@gdins.org.



DTI Regina Practical Nursing Class of 2014
 Top L-R: Stacey Pelletier, Denise Geddes, Kattie Therrien, Leah Lund, Arlene Aisician.
 Middle Row (L-R) Danna Henderson, Shalyn Parisian, Shauna Spilchuk
 Front (L-R) Meagan Dumont, Samantha Wagman, Kristy Dupperault
 Photo by Megan Skene

GABRIEL DUMONT INSTITUTE
OF NATIVE STUDIES AND APPLIED RESEARCH

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Gabriel Dumont Institute Board of Governors has called for an annual meeting of the membership.

Date: Saturday, February 28, 2015

Location: Saskatoon Inn,
 2002 Airport Drive, Saskatoon, SK

Time: Registration: 9:30 a.m. – 10:00 a.m.
 AGM: 10:00 A.M. – Noon

For further information, please call Rhonda Pilon at (306) 242-6070

Payroll Cutoff Calendar - February 2015

By Carmala Thiessen and Veronica Verzonowski

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
		Cutoff @ 3:00 for Stop Payments on Student Feb 6 Direct Deposits		Accounts Payable Cheque Run	Student Payday Cutoff @ 4:30 for A/C Payable Invoices	
8	9	10	11	12	13	14
	Cutoff @ 4:30 for TMS & Payroll Revisions for Feb 13 Payday Cutoff @ 4:30 for Feb 20 Student Payroll			Accounts Payable Cheque Run	Staff Payday Cutoff @ 4:30 for A/C Payable Invoices	
15	16	17	18	19	20	21
	Family Day Stat Holiday	Cutoff @ 3:00 for Stop Payments on Student Feb 20 Direct Deposits		Staff Payday Accounts Payable Cheque Run	Student Payday Cutoff @ 4:30 for A/C Payable Invoices	
22	23	24	25	26	27	28
	Cutoff @ 4:30 for TMS & Payroll Revisions for Feb 27 Payday Cutoff @ 4:30 for Mar 6 Student Payroll			Accounts Payable Cheque Run	Staff Payday Cutoff @ 4:30 for A/C Payable Invoices	

Gabriel Dumont Institute/Dumont Technical Institute

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general@gdi.gdins.org

Visit us at
www.gdins.org

Back issues of this newsletter
can be obtained at:

[www.metismuseum.ca/browse/
index.php/833](http://www.metismuseum.ca/browse/index.php/833)

Follow us on Twitter!
@gdins_org



GABRIEL DUMONT INSTITUTE
of Native Studies and Applied Research

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GDI Central Office Saskatoon

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GDI Publishing Saskatoon

2—604 22nd Street West
Saskatoon SK S7M 5W1
Phone: (306) 934-4941
Fax: (306) 244-0252

GDI Finance and Operations

917 22nd Street West
Saskatoon, SK S7M 0R9
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Fax: (306) 975-0903

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SUNTEP Saskatoon

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106 Wiggins Road
Saskatoon, SK S7N 5E6
Phone: (306) 975-7095
Fax: (306) 975-1108

SUNTEP Regina

Room 227 College West
University of Regina
3737 Wascana Parkway
Regina, S4S 0A2
Phone: (306) 347-4110

GDI Training and Employment Central Office

917 22nd Street West
Saskatoon, SK S7M 0R9
Phone: (306) 242-6070
Fax: (306) 683-3508

Toll Free (T&E):
1-877-488-6888
Fax: (306) 347-4119

GDI Library Regina

Room 218 College West
University of Regina
3737 Wascana Parkway
Regina, S4S 0A2
Phone: (306) 347-4124
Fax: (306) 565-0809

<http://gdi.voyager.uregina.ca/>

GDI Library Prince Albert

48 12th Street East
Prince Albert, SK
S6V 1B2
Phone: (306) 922-6466
Fax: (306) 763-4834



GDI Mission:

To promote the renewal and the development of Métis culture through research, materials development, collection and the distribution of those materials and the development and delivery of Métis-specific educational programs and services.



GABRIEL DUMONT INSTITUTE
of Native Studies and Applied Research