

## **Fischer, Lori PSA:EX**

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**From:** Fischer, Lori PSA:EX  
**Sent:** Wednesday, June 12, 2013 11:09 AM  
**To:** Der, Connie J PSA:EX  
**Subject:** REVISED SETTLEMENT:: Don Fast; EE# S22 Effective June 11, 2013

Please see addition below:

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**From:** Fischer, Lori PSA:EX  
**Sent:** Wednesday, June 12, 2013 10:59 AM  
**To:** Der, Connie J PSA:EX  
**Subject:** SETTLEMENT:: Don Fast; EE# S22 Effective June 11, 2013

Don Fast's employment terminated effective end of day June 10, 2013. A settlement agreement has been reached and he has elected S22

S22

Please input the following CHIPS entries:

S22

Also, please ensure that any scheduled salary adjustments applicable to the employee's/appointee's position S22

S22

Please instruct TSS to:

- deactivate Don Fast's TOL;

S22

This settlement also includes payment of his Executive Holdback. Please make the appropriate payments as follows:

- S22 (minus standard withholding tax). This amount represents S22 of the 10% holdback for the period S22

S22

- S22 (minus standard withholding tax). This amount represents S22 of the 10% holdback for the S22

If you have any questions regarding this process please contact me directly.

Thank you

Lori Fischer, Employee Relations Specialist  
Workforce Restructuring | Employee Relations Division | BC Public Service Agency  
1st Floor, 810 Blanshard | Victoria, BC | V8W 2H2 | 250-356-6232

AskMyHR: [www.gov.bc.ca/myhr/contact](http://www.gov.bc.ca/myhr/contact) Phone: 250.952.6000 | Toll Free 1.877.277.0772

**E-mail Message**


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**From:** [Fischer, Lori PSA:EX \[SMTP:Fischer.Lori.PSA:EX@gov.bc.ca\]](mailto:Fischer.Lori.PSA:EX@gov.bc.ca)  
**To:** [Der, Connie J PSA:EX \[SMTP:Der.Conn.J.PSA:EX@gov.bc.ca\]](mailto:Der.Conn.J.PSA:EX@gov.bc.ca)  
**Cc:**  
**Sent:** 2013-06-12 at 11:08 AM  
**Received:** 2013-06-12 at 11:08 AM  
**Subject:** REVISED SETTLEMENT:: Don Fast; EE# S22 Effective June 11, 2013

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Phone: 250.952.6000 | Toll Free 1.877.277.0772

**WITHOUT PREJUDICE**

June 6, 2013

Don A. Fast

S22

Dear Don A. Fast:

The purpose of this letter is to confirm that your employment with the Government of the Province of British Columbia will end effective end of day, June 10, 2013. This letter and the enclosed documents will detail the terms and conditions and agreement of settlement.

As per the executive notice and severance provisions of the *Employment Termination Standards Regulation* under the *Public Sector Employers Act*, your settlement is equal to S22 months salary and benefits, in the amount of \$312,773.

In addition, the Province agrees to provide you with the following lump sum payments with respect to the Executive Holdback:

- S22 (minus standard withholding tax). This amount represents S22 of the 10% holdback for the period . S22  
S22
- S22 (minus standard withholding tax). This amount represents S22 of the 10% holdback for the period . S22  
S22

These Executive Holdback lump sum payments will be subject to the same repayment obligations outlined on page 5 of this package.

Two individual or combined options are available to you for payment of your severance settlement. Details of each of these options are enclosed for your consideration, as is further explanatory and general information related to your severance.

The following steps will assist you in working through the severance process:

- Fully consider the terms and conditions of each option available to you;
- Obtain any legal, financial or other advice you feel is necessary to assist you in making your decision;
- Indicate your selected option on the enclosed Agreement and Release, sign and have it witnessed by a non-relative, age 21 or over; and
- Complete and return the applicable forms by **June 24, 2013** to the following address:

BC Public Service Agency  
Workforce Restructuring Services  
Attention: **Lori Fischer**  
PO Box 9404 Stn Prov Govt  
Victoria, BC V8W 9V1  
Email: Lori.Fischer@gov.bc.ca

Confidential career and/or financial counseling support is available to assist in your transition from your current position to other employment. To access these services, or if you have any questions regarding your severance information package, please contact Lori Fischer at 250-356-6232 or by e-mail at Lori.Fischer@gov.bc.ca

**Please confirm by noon on June 12, 2013, if you wish your salary to continue beyond June 10, 2013. An extension of the pay can be implemented on the understanding and agreement that any payments made to you after June 10, 2013, will be deducted from your severance settlement.** For additional information regarding the cessation dates for your benefits, please refer to the enclosed individual options.

Your leave balances, if any, will be paid out to you, less statutory deductions, as soon as possible after your termination date. (Note: current year's vacation entitlement will be prorated to reflect your termination date of June 10, 2013.)

Please accept my sincere best wishes for your continued success. On behalf of the BC Public Service, thank you for your dedication and service to the Province of British Columbia.

Yours truly,



Lynda Tarras  
Head of the BC Public Service Agency

pc: Lori Fischer, Employee Relations Specialist, BC Public Service Agency

Enclosures:

- Bi-weekly Severance Installments option
- Lump Sum Severance Payment option
- Re-employment and Re-payment Requirements
- Agreement and Release – **to be signed and returned to the BC Public Service Agency**
- Benefit Plan Coverages Information Sheet
- 

S22

## **Biweekly Severance Installments option**

S22

### **Benefits & Conditions**

For the duration of the severance payment period, all normal payroll and flexible benefits deductions will continue and the following occurs:

- Extended Health and Dental Plan coverages (if applicable) terminate end of the day on which severance payments cease;
- all other flexible benefit coverages terminate on the last day of the month in which severance payments cease;
- you will continue to be covered by the Public Service Pension Plan.

Refer to the attached information on extending life insurance, health and dental coverage.

All other terms and conditions of employment, with the exception of the applicable sections of the Standards of Conduct for Public Service Employees, cease effective end of day June 10, 2013. In addition, you will not be covered by:

- Short Term Illness and Injury Plan (STIIP);
- Long Term Disability Plan (LTD);
- any leave, allowance or wage replacement provisions; and
- you will not accrue vacation time.

Under the Severance Administration Policy, you must mitigate your losses to the best of your ability by seeking employment during the severance payment period. Severance payments are conditional on you reporting any offer of employment to the BC Public Service Agency, c/o Lori Fischer. If you receive, but do not accept an offer of employment within the Public Service or with a BC Public Sector employer that is commensurate with your abilities, and which would be reasonable for you to take, you will no longer be entitled to the balance of the severance payments and any further obligation on the part of the Province will cease.

## **Lump Sum Severance Payment option**

S22

### **Benefits & Conditions**

Under this option the following occurs:

- Extended Health and Dental coverages (if applicable) terminate end of the day June 10, 2013;
- All other flexible benefit coverages terminate on June 30, 2013.

Refer to the attached information on extending life insurance, health and dental coverage.

All other terms, conditions, benefits and coverages related to employment cease end of day June 10, 2013 and the applicable sections of the Standards of Conduct Policy for Public Service Employees continue to apply.

## **Re-employment & Repayment Requirements**

The provisions of the *Public Sector Employment Termination Standard Regulation* under the *Public Sector Employers Act* apply. "British Columbia Public Sector Employer" includes the Government and an employer who receives a substantial portion of its funding either directly or indirectly from the Province and includes, but is not limited to, public sector employers as defined in the *Public Sector Employers Act*. In the event there are uncertainties as to whether an employer fits the above definition, the BC Public Service Agency (Workforce Restructuring Services) will determine whether repayment is required.

If you are re-employed during the severance period the following repayment requirements apply:

S22



Page 9 redacted for the following reason:

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S22

## **BENEFIT PLAN COVERAGES INFORMATION SHEET**

Information on extending your benefit plan coverages is outlined below.

### **Employee Basic Life Insurance coverages:**

- You have the option of converting Basic Employee Life Insurance to an individual policy with our carrier, the Great West Life Assurance Company. You have 60 days from the end of the month in which your pay and benefits are terminated to action this conversion privilege and must contact the Benefits Service Centre.
- Spouse coverage under the Family Funeral Benefit coverage may also be converted to an individual policy.
- The group life policy is no. 6878 GL (5).

Benefits Service Centre Contact Information  
Block E, 2261 Keating Cross Road  
Saanichton BC V8M 2A5  
Email: [BenefitsServiceCentre@telus.com](mailto:BenefitsServiceCentre@telus.com)  
Phone: 1-877-277-0772 (toll free)  
Fax: 250-652-4882

### **BC Medical Services Plan (MSP):**

- You will need to make personal arrangements for continuation of coverage. The MSP website includes contact information and frequently asked questions at [www.healthservices.gov.bc.ca/msp/](http://www.healthservices.gov.bc.ca/msp/)

### **Extended Health Plan and Dental Plan coverages:**

- You may contact Pacific Blue Cross regarding individual coverage.

Pacific Blue Cross / BC Life  
PO Box 7000  
Vancouver, BC V6B 4E1  
Email: [https://www.pbchbs.com/contact/contact\\_form.html](https://www.pbchbs.com/contact/contact_form.html)  
Phone: Individual Health and Dental Plans  
Lower Mainland area: 604-419-2200  
Outside Lower Mainland area: 1-800-873-2583

Pages 11 through 12 redacted for the following reasons:

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S22

## EXCLUDED NOTICE OF TERMINATION - ENTITLEMENT CALCULATION

**Strategic / DM / ADM - send email****Don A. Fast**

rundate: Apr 4, 2013

S22

	Scenario #1	Scenario #2	Scenario #3
NOTICE DATE		S22	
CLASSIFICATION LEVEL	DM	DM	DM
BIRTH DATE, AGE			
START DATE, SERVICE			
GUIDELINE MONTHS		S22	
LUMP SUM \$ VALUE			
AGREED MONTHS		-	-
LUMP SUM \$ VALUE		- \$ -	- \$ -

	Standard Hours = 35.00	Effective Date:	Effective Date:
ANNUAL SALARY	base rate 198,000.00	base rate 198,000.00	base rate 198,000.00
BIWEEKLY SALARY	7,589.32	7,589.32	7,589.32

S22

LTD (% of monthly)

S22

PENSION CONTRIB. START  
 SEV END DATE  
 DM appt. before Sept.1, 2001?  
 UP TO YMPE  
 ABOVE YMPE  
 CONTRIBUTIONS STATUS:

S22

CPP tables  
 OTHER ALLOWANCES (DM-car)  
 SALARY & BENEFITS

S22

+ SXC H.B.

## EXCLUDED NOTICE OF TERMINATION - PACKAGE PARAMETERS / SUMMARY

rundate: Jun 5, 2013

Don A. Fast

S22

SEVERANCE TYPE: Non-Redundant

CATEGORY: OIC

SPECIAL CATEGORY: n/a

BIWEEKLY RATE @ TERMINATION: 7,589.32

7,589.32

7,589.32

	START	END	netWorkDays	MONTHS	SAL&BEN	\$VALUE
NOTICE ENTITLEMENT	Tue Jun 11, 2013		S22			312,773.00
base rate	Tue Jun 11, 2013			S22		

IMMEDIATE TERMINATION						

BIWEEKLY SEVERANCE	Tue Jun 11, 2013		S22			312,773.00
base rate	Tue Jun 11, 2013			S22		
BIWEEKLY LUMP SUM						

SPA OWN TIME BANKS		HOURS	DAYS TIME	DAYS CASH
V60, V90	Archived (Cash only @ rate earned)		n/a	-
V70	Occupational Health & Safety (time only)		-	-
OSS,POS	OSS TIME (cash @ rate earned)		-	-
CTO	CTO (cash @ rate earned)		-	-
ETO	ETO		-	-
V66	Bill 66 Vacation Carryover (2012)		-	-
V99,VCO	Vacation carryover		-	-
Vacation	Current Year (2013) *		-	-
EBU	Executive Benefit Plan Purchased (cash @ rate earned)		-	-
EBP	Executive Benefit Plan Earned		-	-
Other			-	-
SUBTOTAL			-	-
Final Year Vacation (not applicable)			-	-
S58	Pre-1978 50% Sick Bank *	x 50% =	-	-
SPA OWN TIME TOTAL			-	-
SPA SEVERANCE		Tue Jun 11, 2013	S22	312,773.00
		S22		
SPA LUMP SUM				

## EXECUTIVE HOLDBACKS (Deputy Minister, Associate DM &amp; Assistant DM)

10% Holdback = 22,000.00 FY Start End months monthlv cross  
 % last year =  
 yearly = S22  
 monthly =

## EXCLUDED NOTICE OF TERMINATION - PACKAGE PARAMETERS / SUMMARY

rundate: Jun 11, 2013

Don A. Fast

S22

SEVERANCE TYPE: Non-Redundant

CATEGORY: OIC

SPECIAL CATEGORY: n/a

BIWEEKLY RATE @ TERMINATION: 7,589.32

7,589.32

7,589.32

	START	END	netWorkDays	MONTHS	SAL&BEN	\$VALUE
NOTICE ENTITLEMENT	Tue Jun 11, 2013		S22			312,773.00
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Other				
	SUBTOTAL			
	Final Year Vacation (not applicable)			
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SPA SEVERANCE	Tue Jun 11, 2013	S22		312,773.00
		S22		
SPA LUMP SUM				

## EXECUTIVE HOLDBACKS (Deputy Minister, Associate DM &amp; Assistant DM)

10% Holdback = 22,000.00 FY Start End months monthly gross  
 % last year =  
 yearly =  
 monthly =

S22

S22

## EXCLUDED NOTICE OF TERMINATION - DISBURSEMENTS &amp; RECOVERIES

Don A. Fast

S22

LUMP SUM CHEQUES (T4)		ELIG LIMIT	ACCRUAL \$		Non-Redundant				ACCR FY		
		S22							S22		
INVOICE #	PAYEE	ELIGIBLE	NON-ELIG	GROSS	TAX	OVERPAY	NET	Required	FY	Acc?	Sent
MGT					-		-			n	
MGT					-		-			n	
MGT					-		-			n	
MGT					-		-			n	
MGT					-		-			n	
MGT					-		-			n	
		-	-	-	-	-	-	-			

BALANCE OF LUMPSUM = -

## OTHER CHEQUES (NO T4)

INVOICE #	PAYEE	DETAILS	AMOUNT				Required	FY	Acc?	Sent
MGT									n	
MGT									n	
MGT									n	
MGT									n	
MGT									n	
MGT									n	
			-							

PAYLIST	START	END	#PP	BIWKLY	SALARY \$	CB%	BENEFIT \$	TOTAL \$	FY	Acc?
										n
										n
										n
Ministry Severance										n
Ministry Severance										Y
										n

S22

JOURNAL VOUCHER #	MINISTRY	DETAILS	AMOUNT				Effective	FY	Acc?	Sent
									n	
									n	
									n	
									n	
									n	
									n	
									n	
			-							

S22