

## **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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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: HYPERLINK "<http://www.gov.bc.ca/myhr/contact>"[www.gov.bc.ca/myhr/contact](http://www.gov.bc.ca/myhr/contact)  
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

**Strategic / DM / ADM - send email**

*rundate: Apr 4, 2013*

### Scenario #1

### Scenario #3

S22

DM

DM

**DM**

S22

## GUIDELINE MONTHS

**AGREED MONTHS**

**LUMP SUM \$ VALUE**

... ..

**\$**

**Effective Date:**

**Effective Date:**

**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

NAME	DATE	TIME	LOCATION	STATUS	REMARKS
PENSION CONTRIB. START					

SEV END DATE

**DM appt. before Sept.1, 2001?**

UP TO YMPE

ABOVE YMPE

**CONTRIBUTIONS STATUS:**

## CPP tables

OTHER ALLOWANCES (DM-car)

## SALARY & BENEFITS

S22

f SEC 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 =

monthly =

S22

## 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
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						

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V60, V90	Archived (Cash only @ rate earned)		n/a	
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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 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

Holdback 2012/2013

Name Fast,Don A		
Employee Number S22	Paylist 060-7651	
Start Date April 1, 2012	Start Date 1	Start Date 2
End Date March 31, 2013	End Date 1	End Date 2
Holdback Salary \$22,000.00	Holdback Salary 1	Holdback Salary 2
Pay Periods 26.0	Pay Periods 1	Pay Periods 2
Percentage S22	Percentage 1	Percentage 2
Sub Total S22	Sub Total 1 0	Sub Total 2 0
Total S22		



Holdback 2011/2012

Name		
Fast,Don A		
Employee Number	Paylist	
S22	060-7651	
Start Date	Start Date 1	Start Date 2
April 1, 2011	May 23, 2011	
End Date	End Date 1	End Date 2
May 22, 2011	March 31, 2012	
Holdback Salary	Holdback Salary 1	Holdback Salary 2
\$21,193.10	\$22,000.00	
Pay Periods	Pay Periods 1	Pay Periods 2
3.6	22.5	
Percentage	Percentage 1	Percentage 2
S22	S22	
Sub Total	Sub Total 1	Sub Total 2
S22	S22	0
Total		
S22		

**PERSONAL AND CONFIDENTIAL**

June 21, 2011

CLIFF #4894

Don Fast

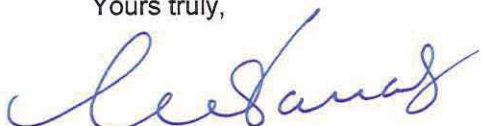
S22

Dear Don:

Further to our conversations, this letter confirms the recent adjustment to your salary in your role as Deputy Minister, Ministry of Community, Sport and Cultural Development.

Effective May 23, 2011, your salary will be \$220,000 per annum, inclusive of the 10% performance holdback. The remaining terms and conditions of employment are unchanged.

Yours truly,



Lynda Tarras  
Head of the BC Public Service Agency

**E-mail Message**

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**From:** [Der, Connie PSA:EX](#)  
[\[EX:/O=BCGOVT/OU=VICTORIA1/CN=RECIPIENTS/CN=CJDER\]](#)  
**To:** [Der, Connie PSA:EX](#) [\[EX:/O=BCGOVT/OU=Victoria1/cn=Recipients/cn=CJDER\]](#)  
**Cc:**  
**Sent:** 2011-05-31 at 4:14 PM  
**Received:** 2011-05-31 at 4:14 PM  
**Subject:** FW: Salary

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From: McLeod, Mark PSA:EX  
Sent: Tuesday, May 31, 2011 3:50 PM  
To: Der, Connie PSA:EX  
Subject: Salary

Can you please adjust S22 and Don Fast s salaries to \$220,000 effective May 23, 2011.

Mark McLeod  
Executive Recruitment and Development Services | BC Public Service Agency  
810 Blanshard Street | Victoria, BC | V8W 9V1 | 250.952.0913

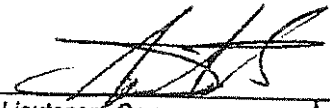
PROVINCE OF BRITISH COLUMBIA  
ORDER OF LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No.

069

, Approved and Ordered

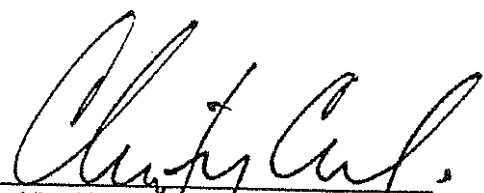
MAR 14 2011

  
Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that

- (a) the appointments and rescissions of appointments set out in the Schedule to this order are made,
- (b) the appointment of \_\_\_\_\_ as Deputy Minister, Ministry of Tourism, Trade and Investment, made by Order in Council 653/2010, is rescinded,
- (c) the appointment of \_\_\_\_\_ as Deputy Minister, Ministry of Children and Family Development, made by Order in Council 653/2010, is rescinded,
- (d) the appointment of \_\_\_\_\_ as Deputy Minister, Ministry of Energy, made by Order in Council 653/2010, is rescinded,
- (d) the appointment of \_\_\_\_\_ as Head of Government Communications, Public Affairs Bureau, Ministry of Citizens' Services, made by Order in Council 653/2010, is rescinded, and
- (e) the appointment of \_\_\_\_\_ as Deputy Minister to the Premier and Cabinet Secretary and Head of the Public Service, Office of the Premier, made by Order in Council 653/2010, is rescinded.

  
Presiding Member of the Executive Council

*(This part is for administrative purposes only and is not part of the Order.)*

Authority under which Order is made:

Act and section: Public Service Act, R.S.B.C. 1996, c. 385, ss. 5 and 12

Other: OIC 846/2010; OIC 845/2010; OIC 673/2010; OIC 653/2010; OIC 657/2009

March 13, 2010

page 1 of 3

O/166/2011/12

FAST, Don	Deputy Minister, Ministry of Science and Universities
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Deputy Minister, Ministry of Community, Sport and Cultural Development		
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