

November 9, 2017

**BY FAX**

604 775 2020

B.C. Human Rights Tribunal  
1170 - 605 Robson Street  
Vancouver, B.C.  
V6B 5J3

**Attention: Daniel Varnals, Case Manager**

Dear Mesdames/Sirs:

**RE: Glynnis Kirchmeier - and - Glynnis Kirchmeier obo others v.  
University of British Columbia  
Case Number: 14965**

We write with respect to Member Trerise's letter decision of November 1, 2017. Our thanks to the Respondent and the Tribunal for agreeing to extend the deadline for our response until today.

The revised letter to class members and opt out form are attached. As directed by Member Trerise, we have incorporated the changes proposed by UBC.

As a matter of information, we note the following:

1. The media program and the letter from David Eby were included in our draft communication letter because they are described in the complaint (paras. 89 and 90).
2. The vision statement was written shortly after the complaint was filed. It was not prepared for use at the mediation. Long before the mediation it was distributed widely to the media, UBC community members, advocacy groups, and politicians. Andrew Weaver, MLA Oak Bay-Gordon Head posted a copy of the vision statement on his personal blog on May 2, 2016 because I and Randy Singh corresponded with him about a bill. It is still publicly available there at <http://www.andrewweavermla.ca/wp-content/uploads/2016/05/02.pdf>.

In terms of who to communicate with, we are content for the communication to be sent to all female students whom UBC is aware fall within the class description. To determine this, we propose that UBC canvas at least the following for reports in relation to both of its campuses:

1. All staff of the Equity Office.

2. Faculty Deans and Department Heads and Chairs.
3. Equity staff for each faculty, for example Gurdeep Parhar who handled these types of complaints for the Faculty of Medicine.
4. Security Services.
5. Head of student housing, Andrew Parr.
6. Any person designated to receive reports from Residence Assistants.
7. VP Students.

To the extent that there has been turnover in these positions, we ask that both the current person in the role and any persons who would have been in the role at the relevant time be canvassed.

We ask that UBC be directed to provide us with the number of people to whom it sends the communication letter.

With respect to the materials to be provided, we confirm our understanding that both the Amended Complaint and the Response will be sent as attachments to the communication letter.

With respect to the rest of the materials, we are content for them to be hosted on a website. We propose, however, that Ms. Kirchmeier host that website. She has been researching options and will provide a suitable website shortly.

Yours truly,  
CLEA F. PARFITT, LAWYER



Clea Parfitt

cc. Client

Roper Greyell, Attn: Michael Wagner/Jennifer Devins