

**Minutes
Environmental Stewardship Branch
Labour Management Consultation Committee
Tuesday, October 14, 2014
14:00 – 16:00**

Management Representatives

In attendance:	Absent :
Mike Beale, ADM, ESB	
John Moffet, DG, LRAD	
Steve McCauley, DG, ETD	
Marc D'iorio, DG, EPOD	
Carolyn Blaine for Louise Métivier, DG, Industrial Sectors	
Virginia Poter, DG, CSD	
Sue Milburn-Hopwood, DG,CWS	
Laura Di Paolo, Director, Branch Coordination	
Nathalie Laframboise, HR, Labour Relations	
Naomi Harasym, Team Lead LR (HR)	By video
Eryka Bradford, LR Advisor (HR)	
Anisa Shafea (secretariat)	
Labour Representatives	
In attendance:	Absent :
Todd Panas, President, UEW-PSAC	
Daryl Hoelke, , UEW-PSAC	
Waheed Khan, President, National Consultation Team, PIPSC	
Bill Sukloff, Vice President National Consultation Team, PIPSC	By phone

Items	Issues	Action (Information, Discussion, Decision, Approval):	Tabled by:
1. Introductions	Roundtable introductions completed		
2. Review & Approval of Agenda	Agenda approved by the Committee	Approved	ADM ESB
3. Review of action items from previous meeting	<ul style="list-style-type: none"> - ADM ESB went through previous action items stemming from the Jan 14th meeting and noted the completion of each item. - Members agreed with the ADM-ESB. 	Approved	All
4. Sunsetting Programs	<ul style="list-style-type: none"> - PIPSC (Waheed) kicked off the discussion by asking for a global idea on the sunsetting programs and potential impact on employees' particularly term employees while acknowledging that final decisions about renewals and the level of funding are made by Cabinet. - ADM-ESB reminded members that this is a Cabinet confidence and he cannot reveal what is proposed. - ADM-ESB noted that the branch is heavily dependent on sunsetting programs renewal. He added that given next year is an election year, some of the renewal timetables have been accelerated. - As per previous meeting, the ADM highlighted the programs to renew where ESB is leading or heavily involved, and those include CARA, CMP, SARA, MPMO and FCSAP. ESB is also participating with Transport Canada on the Clean Transport Renewal. - ADM-ESB added that the approach varies from initiative to initiative. 		

	<p>Some go to Treasury Board, while others go to Cabinet Committees and that the department will be taking up Committee time over the next few months.</p> <ul style="list-style-type: none"> - DG-LRAD echoed Mike’s comment by adding that no final budget decisions will be made until the Federal Budget is announced. - PIPSC (Bill) asked how many term employees are affected this fiscal year and what are the contingency plans if renewal is not settled by March 31, 2015? - ADM-ESB responded that past practice has been to hire indeterminate staff for some of the sunsetting funds. - PIPSC (Bill) asked about indeterminate staff whose salary is under B-base funding. Members with B-base funding for their salary are worried that they will be the first to be affected if there’s a new round of WFA. They stated that at the last ESBLMCC meeting they were informed there should be no concerns in this area - ADM-ESB responded that the last ESBLMCC meeting was in January and subsequently the branch budget was received. - ADM-ESB added that in the coming year, and year after, we do not know what our funding would look like - PIPSC (Bill) asked if there will be decision on sunset program funding by March 31st in which the ADM-ESB responded that we will need to wait and see what is in the budget 		
<p>5. Performance Management</p>	<ul style="list-style-type: none"> - PIPSC (Waheed) thanked DG-LRAD for sharing the Terms of Reference for comments - PIPSC requested to work with senior management to ensure that the performance management is working and is fair and equitable for all staff. 	<p>HR to provide update on departmental reporting status</p>	

	<p>They requested to be informed in advance when issues arise rather than waiting until it becomes problematic. They stressed the importance of working together with management to mitigate grievances, and do proper diligence. PIPSC stated from experience that the performance management in the department has been broken and stated that he will be closely following this initiative</p> <ul style="list-style-type: none"> - PIPSC stated that senior management need to send clear messages to managers and employees underscoring that the performance management system should not be used as a disguised disciplinary tool, and emphasized that the unions want to help make the system work well. - PIPSC stated that rating behaviours is highly subjective and will likely increase tensions between managers and employees. PIPSC showed interest in learning about the number of action and talent management plans that will be in place. - HR (Naomi) added that we do not discipline for poor performance but for misconduct. - ADM-ESB requested HR to provide their thinking regarding departmental reporting and status. HR (Naomi) will follow up and provide response back to the committee. - UEW-STE reminded the committee the importance of early dialogue with employees to discuss objectives and be open and transparent. He added that difficult discussions need to take place early so as to avoid surprises at the end of the year - HR (Eryka) mentioned that these discussions are taking place in her group and that concerns are being written down and recorded. - Carolyne Blain (replacing ISD-DG) requested training for supervisors 		
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	<p>and management on how to manage the PM tool.</p> <ul style="list-style-type: none"> - DG-LRAD thanked the union for their helpful feedback on the Terms of Reference. He stated that discussions have taken place amongst DGs on how to make this positive, so that it can be used to enable people to achieve their goals. He added that the TBS ToR requires the panel to focus on compliance and promote consistency and effective implementation. - PIPSC (Bill) asked about the rumor that some managers have stated that they will not assign any level 5 ratings - ADM-ESB confirmed that there is no directive in the branch stating this. 		
<p>6. Employee Advisory Committee</p>	<p>-DG-CSD discussed the creation of the Branch Employee Advisory Committee which is comprised of 5 regional and 6 NCR staff supported by a secretariat staffed from ADMO. The Committee held couple of conference calls and had their first Face to face meeting September 30 to October 1. The DG is very pleased with the energy and dedication of the members and how well things are going in terms of engaging the employees in the branch.</p> <ul style="list-style-type: none"> - The mandate of the Committee is to act as a sounding board for the ADM and the Branch on different initiatives that would contribute to ESB being a workplace of choice by offering a complementary channel of communication within ESB. - PSAC/UEW asked if there have been results from this committee and how the members are selected. The DG-CSD went through the process of member selection which started with a broad email from the ADM to 	<p>Virginia to provide update on the issues discussed and a list of employees on the Advisory Committee, and their classification to the unions</p>	<p>PIPSC/ Virginia Poter</p>

	<p>all staff in May seeking nominations.</p> <ul style="list-style-type: none"> - PIPSC (Waheed) mentioned that they were only informed of the EPOD Committee at the last ESBLMCC meeting, and requested to be briefed on this new Committee. The Unions would like to better understand what the Committee is advising on and progress to date and cautioned the department on discussing Labour issues since the UNIONS are the only certified entity to address these issues. - PSAC/UEW concerned that Committee may not be reaching out to staff and not able to capture all points of views. They are worried that such Committee could be providing personal opinions and not that of all employees. - ADM-ESB sees this Committee has way to get better understanding on employees' thinking given difficulty in reaching out to a large number of staff in the branch (approx.. 1200). - PIPSC (Bill) empathized with the ADM and understood the difficulty in reaching out to such a large number of employees, and suggested a more inclusive approach of using electronic tools, social media. - PIPSC (Waheed) stated that given the concerns of employees and the unions, they would like to follow up on this issue further. An update on ESB EAC activities will be provided at the next ESBLMCC 		
<p>7. Staffing & Professional Development</p>	<ul style="list-style-type: none"> - PIPSC (Waheed) is hearing the difficulties around attending conferences and the CSPA providing free training in return for a per employee fixed tax on each Department. PIPSC expressed apprehension whether employees will be pushed to fill classes already 	<p>ToR to be provided to the Unions</p>	<p>PIPSC</p>

	<p>paid for by EC through the tax. He asked what was happening and to be brought up to speed on the issue.</p> <ul style="list-style-type: none"> - DG-LRAD stated that although budgets have changed over the years, there has been a consistent approach to setting aside O&M for professional training. - PIPSC (Waheed) asked how much is set aside in the budget. DG-LRAD confirmed one and half percent has been set aside. - DG-CSD suggested information sharing amongst staff (i.e documents from conferences/training), as well as use of webinars. - DG-CWS spoke from the perspective of her directorate and the opportunities that exist due to new temporary fund. Staff have a chance to do what they are interested in through assignments and temporary staffing actions. She stated that there are currently 63 staffing actions on the go. - PSAC/UEW talked about concerns about reclassification of the clerical positions in CWS. - DG-CWS is aware of the issue and they have since acted on the issue. CWS currently has reclassification reviews happening which started earlier. 		
<p>8. IM/IT</p>	<ul style="list-style-type: none"> - PIPSC stated that problems involving IM/IT are long term issue and will likely get worse with the new Transformation initiative. They are hearing that DGs are getting special treatment so they are not bringing the concern to the ADM. It appears that only the level of ADM is empowered to address these concerns that the DG's are not aware of the full scope of the issue. - The DG's stated that they are also having problems with IM/IT and are not treated specially. - PIPSC provided an example Of an 		<p>PIPSC</p>

	<p>employee going to a public meeting and having issues with his computer. He had asked for a replacement computer but was told that the computer must fail before being replaced. It was very stressful and made a bad impression when the computer failed in the public forum. They are also hearing that members feel disrespected due to this issue.</p> <ul style="list-style-type: none"> - ADM-ESB asked if this is something the union will be raising at the departmental LMCC. - PIPSC (Waheed) confirmed that they will raise the issue wherever they can and are seeking the support of all branches to communicate the users' concerns to CSB. - ADM-ESB assured the union that he will look into this further within the branch. 		
<p>9. Roundtable</p>	<ul style="list-style-type: none"> - PSAC/UEW thanked the Management team for their time, and appreciated the relationship that has been built. He stressed the importance of working together on the various issues and looks forward to further discussions. - PIPSC appreciated the ToR for the Branch PMP Review Panel that was presented by DG-LRAD and hoped that other branches will follow ESB's lead - ADM-ESB also thanked the members and appreciated the dialogue and frank discussion - DG-EPOD stated this was his first meeting and also appreciated the discussions that have taken place. 		