

**Minutes
Environment Canada Labour–Management Consultation Committee (ECLMCC)
November 28, 2012**

Management Representatives	
In attendance	Absent
Bob Hamilton, Deputy Minister	Andrea Lyon, Associate Deputy Minister
Mike Beale, AADM Environmental Stewardship Branch	David Grimes, ADM Meteorological Service
Danielle Lacasse, A/ADM, Meteorological Service	Deirdre Keane, DG Workplace Relations and Employee Development
Lawrence Hanson, A/ADM Strategic Policy	Michael Keenan, ADM Strategic Policy
George Enei, ADM Corporate Services	Coleen Volk, ADM Environmental Stewardship Branch
Carol Najm, ADM Finance	
Gordon Owen, CEO, Enforcement	
Karen Dodds, ADM Science and Technology	
Lynette Cox, ADM Human Resources	
Donald Bilodeau, DG Strategic HR Planning, Performance Measurements, Integration and Systems	
Donna Richard, DG Workforce Design, Resourcing and Compensation	
Julie Lalonde, Director Conflict Management	
Patrick Laplante, Senior Labour Relations Advisor	
Labour Representatives	
In attendance	Absent
Todd Panas, UEW-PSAC (National President)	Daryl Hoelke, UEW-PSAC
Manon Desormeaux, UEW-PSAC	Isabelle Pétrin, CAPE
Waheed Khan, PIPSC (Vice-President, National Consultation Team)	Mouloud Akchiche, ACFO
Tony Bourque, ACFO	Paul Cameron, IBEW
Pierre Tourigny, PIPSC	

Opening Remarks

The Deputy Minister (DM) welcomed everyone in attendance. The DM highly praised the Department and indicated that although we continue to work on ongoing challenges, his predecessor left the Department in a favorable situation. The DM took this opportunity to state that we will now be concentrating on moving forward on priorities in the post DRAP era. He also commended employees for their professionalism and acknowledged the quality of the work performed in several major Departmental projects and services such as weather services, the Greenhouse Gas reduction plan as well as the species at risk to name a few.

Review of Agenda Items and Approval

The agenda was approved.

Review of Previous Minutes

Outstanding items from the meeting on June 5, 2012, were reviewed.

Communication

The DM indicated that media access such as ECollab for scientists is critical. He confirmed his support to the ongoing commitment of the department towards this strategy.

WFA-Alternation process- Oil Sands project

Many people impacted by 2011 and 2012 budgets have already been moved to work on the oil sands monitoring program within the S&T Branch. It is also expected that over the next 3 years, 100-120 positions will be staffed mainly in Edmonton, Saskatoon and Burlington as a result of this initiative.

(4)WFA- use of performance appraisals during WFA

An update on this item will be provided later in the meeting.

(5)PSES

An update on this item will be provided later in the meeting.

(6)Leadership

An update on this item will be provided later in the meeting.

(7)Disability Management Initiative

As requested, the department provided statistics on the number of employees on sick leave for periods over 30 days to the bargaining agents. An update on the Disability Management Initiative was also provided, a working group as developed a framework that will identify the current state of Disability Management at EC, prioritize our needs, and identify tools and training. Bargaining agents will be consulted on the roll-out of a communications and training strategy.

(8)Round Table

At a previous ECLMCC, the previous DM had committed to sending out a message encouraging managers to support employees involved in union business. The current DM indicated he would review this draft message and send the message to managers.

The minutes were approved.

Employment equity (EE) plan up-date

UEW requested an update on the departmental EE plan.

The Employment Equity Champion, ADM Finance, provided an up-date of the EE plan objectives and indicated that the organization had full overall representation in three of four designated group. The visible minorities designated group remains the only area of under representation by 0.1%.

ADM Finance provided statistics on EE workforce as of September 30, 2012 and discussion followed.

PIPSC identified a gap in the scientific and professional group. The ADM S&T indicated it was a common trend among this group given current market availability. ADM HR stated that the department would work to address the gap. PIPSC also pointed out that workforce availability is based on previous years' data instead of forward looking data, and this flaw in the planning process more significantly affects the visible minority group, whose percentage of the Canadian population is growing. Consequently, the Federal Public Service will continue to lag behind the composition of the Canadian population that it serves.

PIPSC commended the work of the Employment Equity Champion and her EE Advisory Committee, including forward looking plans to promote inclusiveness and equity in employment and career development.

Public Service Employee Survey (PSES) update

UEW and PIPSC requested an update on the PSES.

The DM stated that the PSES was an opportunity for the department to hear employees' concerns. He indicated that, after a review of the results, the department has decided to focus its efforts on four key issues.

Following the identification of these four priorities, the Department will elaborate an action plan for each priority and communicate it to employees. It is expected that this will happen early in the New Year.

ACTION: To communicate with unions on survey results and identified priorities. Communicate action plan to employees.

Workforce adjustment (WFA) update

UEW requested an update on WFA.

The workforce adjustment report was shared and a discussion followed.

UEW requested statistics regarding the number of temporary help services contracts within the Department. The Department agreed to provide the numbers to the unions.

The strategy for the placement of GRJO surplus employees was shared again with the unions and a synopsis of the latest national WFA committee was given to all members. The Department also indicated that the national WFA committee will continue to meet every two months until further notice.

UEW and PIPSC took this opportunity to thank the Department for the quality and frequency of information that has been shared with the unions during the WFA exercise.

ACTION: To provide unions with the numbers regarding temporary help contracts within the Department.

Performance management process update

The bargaining agents requested an update on the performance management process.

ADM HR provided a presentation to all members providing highlights of the performance management process. Four themes have been identified; Shared and clear work objectives, Communication, Training and learning; and Fairness, transparency and impartiality.

Champions of the respective themes gave an overview of their working group results and findings. A general discussion followed.

The DM, UEW and PIPSC commended the quality and rapidity of the work produced by the working groups.

Paternalistic style of management

UEW raised concerns regarding bullying in the workplace. They feel strongly that certain styles of management can lead to increased stress and have an impact on employee mental health and other workplace concerns. Given the adverse effect of these management styles, UEW is launching an anti-bullying campaign. Campaign buttons were provided to all committee members to show support for the campaign.

The DM acknowledged that he respected UEW's position and agreed that bullying was completely unacceptable in the workplace.

Report on the use of Office of conflict management (OCM)

UEW requested an update the use of the OCM.

The Director, Conflict Management gave a presentation on the OCM services and provided statistics of the usage of their services by employees of the Department. A discussion followed.

PIPSC took this occasion to indicate their appreciation for the OCM's services and indicated that feedback from employees indicated that OCM officers were very helpful in dealing with workplace conflict.

Report on harassment complaint

UEW requested an update on harassment complaints in the department.

Management provided the departmental harassment statistics to the committee members and a discussion followed.

ADM HR stated that the overall number of harassment complaint within the department was reducing over the years.

PIPSC noted that many cases of bullying and harassment remain below the reporting threshold but they constitute a major source of adverse impact on the health and motivation of employees.

IM/IT support services

PIPSC indicated that IM/IT support, services and policies were not, in some cases, enabling employees to be effective in their work. It was noted that while mechanisms are in place to provide support to high priority and high visibility work, regular scientific work which is the backbone of a science based department does not receive adequate attention.

ADM CSB reiterated the branch commitment to support Environment Canada employees in delivering departmental priorities.

ADM CSB provided and explained a list of activities that were underway that would address some of the employee concerns such as:

- Reducing the desktop footprint;
- Allocating resources more effectively and in line with the priority government themes of standardization and consolidation initiative;
- Putting in place the CSB Service Catalog which was published in April 2012;
- Developing MOU 's between CSB and program branches on a Framework of Cooperation that will clarify roles and proposes the creation of communities of practice to further improve the quality of Corporate Service delivery to EC employees.

The DM also acknowledged PIPSC concerns and expected these concerns would be addressed through the ADM CSB activities proposal.

Consultation on office moves

PIPSC requested that ongoing consultation should occur on office moves in the department, and that the Department should take advantage of feedback from unions and employees to identify and resolve issues more efficiently and in a timely manner.

ADM CSB indicated that office moves were part of our DRAP commitments in an effort to focus limited funding on critical program activities.

ADM CSB also indicated that the department reached out to employees as much as possible. Several communiqués, town halls and building tours were arranged to provide staff with an opportunity to engage.

The DM acknowledged PIPSC's concerns and reinforced that communication would be of utmost importance in the relocation initiative.

ADM CSB suggested the provision of information sessions on workplace 2.0 to the bargaining agents, including the flexibility that workplace 2.0 offers to meet the needs of the employees and to arrange a meeting with the bargaining agents for them to voice any employee's concerns.

ACTION: ADM CSB to schedule an information session on workplace 2.0 and organize an open discussion with union to obtain feedback from their members.

Round Table

Given the new Department structure, UEW asked to be provided with up-to-date organisational charts.

DG Workforce Design, Resourcing and Compensation indicated that organisational charts were provided down to the Director level and that complete charts will be provided in hard copy when they are completed (expected date of completion – spring 2013).

ACTION: ADM HR to provide complete organisational charts to bargaining agents when available.

PIPSC raised the Downsview parking issue to the DM and sensitized management to the concerns of EC employees who work in Downsview.

ADM CSB indicated that he would be prepared to follow up with his PWGSC counterpart to get more information but that he could not make any commitments on this matter as it is out of the Department's control.

ACTION: ADM CSB to contact PWGSC counterpart and enquire agents on the status of the parking issue.

Closing Remarks

The ADM of HR thanked everyone for their participation at the meeting. The meeting was adjourned at 4:30.

Drafted by: Patrick Laplante
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