

Draft Minutes	
Meteorological Service of Canada Union- Management Consultative Committee Thursday December 16, 2010	09h30-16h30 141 Laurier Avenue West Ottawa, Ontario 2nd floor / Room 252
Participants (in person) : <u>MSC</u> : David Grimes ADM MSC, Danielle Lacasse DG BPD, Michel Jean DG WEO, Diane Campbell DG WEPS, Jim Abraham DG WEM, Marie Schingh Director Integrated Planning; Lynnea Duncan HR Portfolio Director, Megan Yukich, HR planning advisor, HR Branch. <u>From the unions</u> : UEW : William Pynn, National President, Daryl Hoelke Executive Assistant, Manon Desormeaux; Service Officer. PIPSC: Albert Skiba , Gilles Brien	

Items/Points	ACTIONS/DECISIONS
<p>1. Welcome and adoption of agenda</p> <p>Two elements to be added to the agenda by PIPSC, namely: i) The relationship between MSC and CIOB, and ii) Distribution of weather radio across Canada</p> <ul style="list-style-type: none"> • In future, UEW proposes that this meeting occur before the ECLMCC • A discussion followed on the purpose of a full day meeting. UEW questioned whether a full day meeting was required if the meeting was intended to pass on information versus dealing with labour relations information. UEW wants to ensure that the time invested in the meetings are worthwhile and focused on labour relations issues. • Management explained that a full day face to face meeting necessitated a substantive agenda. MSC has a major change agenda and wanted to ensure that management was consulting the unions at the outset. The first part of the agenda relates to the change management component and the second part relates to workplace matters. The agenda also reflects UEW feedback from the last meeting and takes more of an integrative approach between union and management agenda items. • UEW mentioned that meeting documents were received late in the day and requested that documents be sent much earlier. <p><u>Follow up on previous action items:</u></p> <p>Actions from the previous meeting was reviewed, and no issues were raised by the unions with the exception of David's response to a letter from an employee about concerns over changing roles for EGs and training needs.</p> <ul style="list-style-type: none"> • UEW pointed out that the letter did not fully respond to the concerns around the disappearing EG positions. Management responded that through the implementation of a competency based approach. MSC will in the future be in a better position to support the transition of individuals into other roles. The Signature Projects to be described later in the agenda, will help in this regard. • PIPSC pointed out that in some instances PC, EG, MTs are starting to work in same position types, which is creating more confusion of managing staff with different contracts. 	<p>DECISION : Minutes from May 27th 2010, MSC-UMCC were accepted.</p> <p>ACTION: In the future MSC UMCC meetings will be scheduled before the ECLMCC.</p> <p>ACTION: MSC-UMCC meeting documents will be sent out much earlier.</p>
<p>2. Overview of Change Management Initiatives</p> <p><u>Implications of the 2010-11 Budget Exercise :</u> Management provided an update on the MSC budget and pointed out that MSC</p>	

has received an adequate budget at the beginning of 2010-11 to carry out its business. MSC's budget was closely in line with the previous years' budget. No impacts on our staff is expected following the mid-year internal budget exercise (i.e., travel and career development). For 2011-12, there is an expectation that adequate levels of budget allocation are expected given that great effort has been spent in reviewing our reference allocations

Key discussion points:

- MSC is exactly on target in terms of spending 1.5% of MSC salary for training and may in fact exceed this target.
- UEW questioned whether hiring would be impacted. Management pointed out that, although MSC has sunseting funding with the Olympic program, it has also received new funds for the MetNav. In addition, given that many stay within MSC for their entire career, the staffing occurs mainly within MSC, with the exception of Business Policy Branch and recruitment of engineers.
- UEW asked about the vacancy patterns across branches and questioned how much is on hold because of limited resources. Management responded that MSC is focussed on not creating a critical gap in any area and plans its staffing through the APTP and MT programs to fill vacancy gaps.

B) Change Management Initiatives – Signature Projects:

Management provided an overview of the key change initiative, i.e. Signature Projects, which will form the basis of a more modernized and efficient weather service; and address critical infrastructure issues in our weather system. These projects were announced in June 2010 and development of teams and project charters have been underway throughout the summer and fall (2010). A deck on the Signature projects and ADM message was distributed at the meeting. These were made available to MSC staff earlier in the week through the MSC Intranet.

Key discussion points:

- UEW and PIPSC asked to what degree this initiative would impact staff and their workplace (e.g. working conditions, changes in function, specific technology changes, need for training and tools.) and the timing of the impact.
- Management responded that the 9 projects are different (some are transformative, others are definitional) and very little changes are anticipated for individuals in how they are doing they work in the short term. Within 3 years, the warning re-engineering and the monitoring strategy will bring about new technologies, new products and services. The projects allow time for engagement at all levels throughout various phases.
- Management explained that this item was to advise unions on the context of these changes, where we are, what is the focus, what is the broad skill implication. Part of the Labour Management Framework calls for early consultation – so the intention is to provide early consultation.

Modern Day Monitoring: Jim Abraham described this project to transform and life-cycle manage Canada's weather and environmental observing systems. Need to look at better ways to do QA/QC, which could have some impact on duties (e.g. technologists in the field). Change to a new asset management system (ALM system); now being piloted for monitoring program. To be implemented by mid 2011. Management is looking at whether this will require a

ACTION: MSC Management will communicate the transformational activities occurring within the aviation side of the service

ACTION: MSC will communicate progress on the signature projects on a more regular basis

ACTION: Unions will be appropriately informed of changes in duties resulting from the implementation of the Asset Life-cycle Management system

notice of technological change.

- PIPSC raised the issue of how we would deal with data coming from different partners and of different quality (e.g. Quebec managing sites, and MSC paying for data which may not be received in a timely manner). Networks will each have quality standards. In the short term, there should not be any implications for our staff, however in the longer term, there could be implications around maintaining calibration of instruments as well as QC.

Weather Warning and Service Delivery System re-engineering: Diane Campbell provided an update on this project which aims at ensuring an improved, impact-based decision support to Canadians and to public authorities in times of high impact weather, water and climate conditions. Individuals doing outreach activities may be engaged more into better understanding user needs; this is mainly a redirection of skills

METAREAs Initiative was quickly described by Diane Campbell:

International expansion of EC's domestic Marine and Ice services to provide a full suite of meteorological information, including new observational data, and weather and ice safety information services, to the newly defined Arctic.

- PIPSC pointed out that their members want to ensure that this project allows for innovation (e.g. Taking advantage Vigilance Maps, and social media dissemination means)

Next Generation Prediction System: Michel Jean described the work underway for developing the next generation of the MSC's prediction system will improve access to predicted information for ready integration into decision-making systems. Focus was on the potential changes that would impact the forecaster and the mechanism in place to ensure early engagement of the staff (Vectors of Change). He referred to Project Delta Project as a means to engage the forecaster in the context of the Modern Day Forecast signature project. There are no impact on staff in the short period.


- UEW questioned how the approach it used to introduce a new technology. Michel described how they usually run a new system in parallel

David briefly mentioned four other projects (High Performance Computing, Climate Services Strategy, Environmental Prediction Science – is there another project to reference here or are there just three?), pointing out that they would not have any implications on staff in the near term.

Water Availability Prediction Service: Jim Abraham described this project for an enhanced hydrological service that builds on our existing infrastructure and our mandated responsibilities but bringing this forward into a new paradigm, that optimizes the delivery of services building; and provides a new level of information products

- UEW asked about the usage of GPS to help track staff working in the field from an OSH perspective, versus the context of privacy. A work group has been established to consider a standard approach to applying the OSH system for staff in the field. Unions would like to discuss this before a proposal is fully developed
- PIPSC pointed out that members are concerned that none of the Signature Projects are aiming at addressing issues around our aviation, DND services. Diane pointed out that activities are already underway in our aviation services, but they are not called a Signature project. One element is the

ACTION: MSC Management will share with unions the process and proposal around how best to track staff while working in the field.

<p>development of an aviation vision for next 10-15 years to help with: a) better work with clients, establishing the Aviation Innovation Fund to ensure that we tap into benefits of innovation in our services; c) people dimension to expand opportunities for our staff across client groups and services.</p> <ul style="list-style-type: none"> PIPSC pointed out that employees want monthly or bi-monthly communiqués at this stage since the signature projects are ramping up 	
<p>3. Human Resources Planning :</p> <p>This item was not discussed but had been intended on sharing information to describe the status of the MSC People Plan.</p> <ul style="list-style-type: none"> It was agreed that an UMCC meeting will be held to the extent possible prior to posting an updated people plan to provide an opportunity to discuss changes and receive input to the plan. MSC commits to sending an early version of the changes to the unions prior to the meeting, including progress on competency project and the Delta project. 	<p>ACTION: A UMCC will be held to the extent possible prior to finalising an updated People plan.</p>
<p>4. Operational changes affecting employees:</p> <p>Update on DND workforce relocation: Diane Campbell presented the Canadian Forces Weather and Oceanographic Services Transformation project which is now fully into the definition phase. Last June, the project had preliminary approval by the DND Minister. With an Effective Project Approval (EPA) , the Work Force Adjustment can be initiated. All staff have a job offer in Gagetown, NB. Approval process has taken more time, and the project is delayed by two years. An HR Task Team has been established to oversee the WFA from a national perspective. Part of the role of the task team was to hold workshops on WFA and a clinic for staff to meet, one-on one, with HR experts to discuss their personal issues. A TBS expert on relocation was also on site for the workshop. First workshop was held in Comox and the second took place in June in Trenton. Management indicated that the unions have been fully engaged in the process and have greatly facilitated its development.</p> <ul style="list-style-type: none"> PIPSC requested that additional information around the move be increased as the project implementation comes closer. <p>Hydrometric Workstation: Jim Abraham described the plans for national roll-out of the hydrometric workstations into operations that will provide better real time information and service to clients. Advances in data acquisition and QA/QC, will also help in the atmospheric side. By March 2011 beta release version of the software will be provided for end-to-end testing and it is expected that the system may be operational by Aug 31st. Training is being done with staff and a team is training the trainers</p> <ul style="list-style-type: none"> UEW pointed out that employees across the country may need more information around this change and that changes should be discussed at the regional UMCC meetings. <p>Sharing of night and weekend shifts amongs employees</p> <p>PIPSC raised an item around the sharing of the night and weekend shifts between meteorologists. Some decisions were made that MT-06 would no longer do weekend and/or night shifts. Concerns still continue with staff around the sharing of these shifts, notwithstanding that working over night, is also seen as a health issue. It creates relationship problems between MTs across units and leads to frustration.</p>	<p>ACTION:MSC Management commits to provide increased information to involved staff, as the JMC Project comes closer to implementation.</p> <p>ACTION: Jim Abraham will ensure that each RDG are informed and regional directors table an item at the next regional UMCC on the status of the hydrometric workstations. As information, the enclosed note was sent to all hydrometric staff in October.</p>  <p>Le point sur les activités de ...</p> <p>ACTION: Michel Jean to address the communications</p>

<ul style="list-style-type: none"> Article 8.12a of the Collective Agreement, ensures that each level of MTs are treated uniformly, it does not make any distinctions between types of shift workers, and as such the unions see that MTs are not treated uniformly as a whole. Management explained that different MTs have different tasks and responsibilities that are defined by management as per their job descriptions. There may be a misunderstanding among staff who see their work as being the same across levels. It was recognized that the differenced should be communicated more effectively to staff.. PIPSC suggested that the employer add this to the next bargaining round. 	<p>issue surrounding the distinction for staff (such as MT-06) working shift schedule versus the role they play as project managers.</p>
<p>5. Issues affecting working conditions:</p> <p><u>Unit organisational changes within Weather & Environmental Monitoring:</u> Jim Abraham presented a deck delivered at a recent Town Hall meeting on some organisational changes within his directorate. The purpose of the changes are to facilitate effective and efficient delivery on the monitoring strategic plan Changes will not result in job losses or relocations but rather a broadening of jobs.</p> <ul style="list-style-type: none"> UEW pointed out that Town Halls are not the place to engage the unions. Jim Abraham acknowledged that PIPSCcomplained at the Ontario regional UMCC that they weren't made aware of the S&T organizational changes. UEW asked about the end date for the changes. Management responded that the end date was January 28th. Work is underway to classify the manager positions. <p><u>Organizational change within Weather and Environmental Prediction Service:</u> Diane Campbell provided an overview of organizational changes within WEPS, specifically within the Operations Division (NSOD). This division has been restructured to provide clearer client-centered leadership for the programs, which it is helping the MSC to deliver. The senior manager for dissemination systems will be formally reclassified as EG-8, an MT-8 Chief of Service Development has been created and will focus on warning re-engineering signature project, 6 units were created under the MT-8: 1- Public Weather, 2- Marine Weather, 3- Health Services and Air Quality, 4- Climate, water and agricultural services, 5- Weather information services program (service to economic sectors), and 6- Service Strategy and Standards. Diane mentioned that staff engagement involved country-wide videoconference and two months of discussion leading up to the change as well as meetings with work units.</p> <p>Within the Canadian Ice Service, changes being proposed within the existing Forecast Ops with a new EG-7 and a proposed change in the AWIS (Science) group. No loss of positions, with some space to allow for EG progression.</p> <p>UEW mentioned that it is difficult to understand the change without an organizational chart showing the before and after. Diane mentioned that since the change is not final, only current organizational chart can be provided.</p> <p><u>Polaris:</u> Diane provided an update on Polaris, which was presented at the last UMCC meeting. The testing and training is expected to start this winter, with a focus with the Great Lake region as a pilot. Some delays mainly with respect to support from CIOB, but moving forward jointly with US.</p>	<p>ACTION: Current organisational charts showing the changes in WEM and WEPS will be distributed along with the minutes of this meeting</p> <p>ACTION: A technological change notice will be provided to</p>

<p>APTP.</p> <ul style="list-style-type: none"> • Management is open to a discussion on integration of some atmospheric and hydrometric APTP training to broaden career possibilities. • UEW pointed out that management may anticipate resistance to any attempt to reduce the degree of specialization in the technologist classification. Request that management have further conversations with unions before any integration of the two. <p><u>SP Collective Agreement - Clause 8.16 - Advance Notice of a Shift Schedule Change – Implementation of Interpretation</u></p> <p>Michel Jean explained that this item was brought to the last UMCC meeting in May. This item deals with the inconsistencies in the interpretation of whether compensation is required or not for a change in the employee’s shift schedule as per article 8.16 as noted by PIPSC during the last round of collective negotiations. Michel pointed out that Treasury Board Secretariat provided interpretation which helped with questions of when a change was overtime or short notice change. EC Corporate Labour Relations provided a memo on August 25, 2009 with guidelines on a number of elements.</p> <p>The proposed approach includes the interpretation memo and the draft memo of instruction to MSC managers and is being tabled at this time for comments.</p> <ul style="list-style-type: none"> • PIPSC raised a number of issues in regards to the memo including the fact that the definition of overtime is not clear in French version and the examples are not clear and need some work. Members of PIPS are not in agreement with the current interpretation by Treasury Board. <p><u>Designated paid holidays for MT’s – TBS Interpretation</u></p> <p>Diane Campbell explained that there has been some discrepancy in how the collective agreement for MTs was interpreted in certain regions resulting in pay differentiation for certain employees during designated paid holidays (DPH). The TBS has come out with an interpretation that has been applied during the next DPH. The practice is now consistent and management is waiting to hear back on what authorities the ADM has and a decision will be made once all the information is received. Corporate Labour Relations has been in continuous contact with unions on this issue.</p> <ul style="list-style-type: none"> • PIPSC also suggested that this be communicated to staff as well and not just management. • UEW suggested that a question and answer could help with how the article will be interpreted in the future. 	<p>ACTION: Modify the examples to provide increased clarity and make it more consistent with the clause.</p>
<p>6. Assessment Tool for Labour Management Framework</p> <p>Management explained the context of the assessment tool. It was co-developed by the bargaining agents and the employer at the national level. The purpose is to assist Labour Management Consultation Committees (LMCCs) to self-assess their effectiveness. The results from this assessment will form the basis for discussions at the national level on the effectiveness of Environment Canada’s Labour Management Framework that was implemented in 2007. A choice was given to the unions to have a discussion on each of the assessment elements or submit the assessment results individually. It was decided not to engage in completing the assessment tool as a group.</p>	<p>ACTION: Lynnea to send electronically, a revised assessment tool (indicating a place to include the name)</p>

<ul style="list-style-type: none"> • UEW commented that it would have been useful to have a place to put your name on the tool itself. • Management responded that the tool would be revised in the electronic version to be sent to committee members after the meeting. 	
<p>7. PIPSC – Weather Radio</p> <p>PIPSC raised concern that members want to know why recent efforts to expand Weatherradio in the North and in schools are not being promoted – there has not been a press release and employees are concerned that their work is not being recognized.</p> <p>Management responded that the lack of communication does not reflect the merit of the project. Some contributing factors may include Minister schedule changes, the recent resignation of Minister Prentice, and a general backlog in communications. Management suggested that an expression of sentiments about the project internally within the organisation could be done.</p>	<p>ACTION: Management will ensure there is adequate Communications within MSC regarding the Weatheradio program</p>
<p>8. PIPSC – Relations with CIOB</p> <p>PIPSC provided several examples of how CIOB is not meeting the needs internally or externally. This is creating stress and negative energy in the workplace. Employees can't complete their work.</p> <ul style="list-style-type: none"> • Management responded by saying that program performance is a management role and explained that CIOB has a finite capacity. Management is aware of the issues as they are often raised in Town Halls. MSC's transformative agenda will help focus the CIO's priorities. There is a relationship management process in place between MSC and CIOB to facilitate priority setting and managing resources 	
<p>9. Round Table</p> <p>UEW:</p> <ul style="list-style-type: none"> • UEW suggested that management should think about restructuring this table. That it should be more than just sharing of information – rather it should bring issues affecting the workforce. It should prepare bargaining agents for the change/impact. • Requested a more structured agenda and a focus on labour relations issues affecting employees; current issues, not issues affecting the workplace in ten years. • Requested that the agenda sent out two to three weeks ahead of time and suggested that it should be possible to cover meeting items in less than a full day. • Commented that half of what management provided at the meeting was already sent out to employees. Request that management share what is anticipated/forthcoming. • Requested status on the EG employment equity representation rates <p>PIPSC:</p> <ul style="list-style-type: none"> • Face to face meetings are really important and should continue • Managers seem to mix consultation with information. For employees today, making a difference and being part of decision making process is important. Need to ensure consultation with staff happens. 	<p>ACTION: MSC UMCC meetings to precede EC LMCC and there will be an</p>

<ul style="list-style-type: none"> • Management should consider inviting CIOB to this committee • Gilles Brien announced that this will be his last meeting as the PIPSC representative. <p>Management:</p> <ul style="list-style-type: none"> • Recognized the difficulty with providing the context and translating this into workforce impacts over the short term. • Agreed to having the MSC UMCC precede the EC LMCC. • Need to be deliberate about using the regional LMCCs to bring issues to the table. • Need to ensure early engagement with relevant bargaining agents on a bilateral basis. • Agreed to continue having face to face meetings from time to time and keeping them to a half day and use the other part of the day to have bilaterals on other issues. . 	<p>increased use of the regional LMCCs to bring issues to the table.</p> <p>ACTION: Engage unions early on a bilateral basis</p>
<p>10. Next Meeting (Spring 2011) and Adjournment</p>	

Members

MSC-Union Management Consultation Committee

MSC:

David Grimes, Assistant Deputy Minister MSC
Danielle Lacasse, DG, Business Policy
Diane Campbell, DG, Weather & Environmental Prediction & Services
Jim Abraham, DG Weather & Environmental Monitoring
Michel Jean, DG, Weather & Environmental Operations
Marie Schingh, Director Integrated Planning & Support, BPD
Jamie Smith, Senior Advisor to the MSC ADM

EC/HR:

Lynnea Duncan, Portfolio Director for MSC

EC/Finance:

Wanda Carotta, Financial Manager Services for MSC

UEW:

William Pynn, National President
Daryl Hoelke, Executive Assistant
Manon Desormeaux, Service Officer

PIPSC:

Gilles Brien
Albert Skiba