

Minutes

Meteorological Service of Canada / Service météorologique du Canada Union-Management Consultative Committee / Comité de consultation syndicale-patronale

May 27th 2010 10:30-15:00 Draft v5

Participants : MSC : David Grimes ADM MSC, Danielle Lacasse DG BPD, Michel Jean DG WEO, Kirk Johnstone A/Director PYR-WEO, Diane Campbell DG WEPS, Jim Abraham DG WEM, Marie Schingh Director Integrated Planning; Lynnea Duncan HR Portfolio Director, Jamie Smith MSC ADMO, Joanne Heller Financial Manager for MSC.

From the unions : UEW : Daryl Hoelke, Manon Desormeaux (in person); PIPSC: Ole Jacobson, Gilles Brien (by teleconference).

Items/Points	Decision/ Actions
<p>1. Welcome and adoption of agenda : David Grimes welcomed everyone and pointed out the fullsome agenda.</p> <ul style="list-style-type: none">○ Daryl expressed concern that the agenda looked like a management agenda and that UEWs items were not captured on the agenda . They would like the agenda to contain a participants list and that the agenda be prepared in English and French separately. UEW would also like more substance added to the agenda to enable a better understanding of the issues. This would provide an overview that can be shared with their members to help with validation. UEW would like to focus more on the implications to the working conditions of members and less on the operations which can be discussed at the local level.○ David pointed out the importance of providing context on change management early in the meeting agenda.○ Ole pointed out the need for a discussion at the end of each item on next step/follow ups, decisions/actions.○ Gilles Brien pointed out the difficulty and inadequacy of virtual consultation and the difficulty to follow the conversation over the phone. <p><u>Follow up on previous action items:</u></p> <ul style="list-style-type: none">○ Lynnea to follow up on the union's request to access the EC Intranet and to date, the department has not been able to provide access to UEW,. MSC is committing to continue to send documents by e-mail on a regular basis through MSC HR Portfolio Director.○ When the next version of the MSC People Plan goes out to staff, a copy of the e-mail notice and plan will also be sent to the unions (Done)○ An update on the hydrometric workstations will be presented at the next meeting. <i>Jim Abraham has circulated a deck for the May 27th meeting..</i>○ It was agreed that one full day face to face meeting would be scheduled once per year, provided a substantive agenda is warranted. (A Face to face could be proposed for Fall 2010)○ Gilles B. will be invited to attend the fall meeting of the VoC group. <i>(done)</i>	<p>Action : Future agenda will consider including only brief overviews of management initiatives and focus more on union concerns.</p> <p>Action: Minutes will be forwarded in both official languages much quicker in the future.</p> <p>Decision: Two meetings will be planned per year. Agendas will be fully translated and participant lists will be shared.</p>

2. Change Management : An update on strategic planning within the Weather & Environmental Services Program and within Meteorological Service of Canada was provided by David Grimes. He outlined the series of Town Halls that he has undertaken in PNR, Atlantic, Pacific regions since Winter 2010 and that he intends to visit other regions in fall to share the latest progress on the long term vision/strategic plan. The key message received during these Town Halls pertains to how roles will change in the future in areas of weather, water, climate air air quality.

- Within the context of a discussion on changing work and implications for EG training and opportunities, Daryl referred to a letter from UEW (Ben Lemon) to David dated April 3rd 2010 concerning a vacant EG position in Outreach. He asked for the timing for a response.
- MSC is continuing to move towards competency based management to allow employees to know what they need to move into new roles (e.g. WPM). Unions expressed concern around how competencies are starting to already be considered within some statement of merit criteria for advertised positions.
- David pointed out to the key milestones over the last 2.5 years including the WES vision, the development of the program integrity business case and 10 year plan. He introduced the eight signature projects that have been proposed as part of the renewal of the MSC which may impact the role of MSC staff in the future: He pointed out that for each of the signature projects, individual leads have been identified and project charters are being developed for each within the next 18 months.
- Ole asked about role of unions in change agenda and level of consultations being planned. David wanted to ensure early engagement was undertaken. Charters will be drafted by fall, and union comments will be sought, in terms of possible implications to their members. Diane reiterated the importance of communications and the feedback from the Forecaster's Forum and other staff on how they want to be informed and engaged MSC's way forward.

Action : David to respond to letter from employee about concerns over changing roles for EGs and training needs.

Action: Daryl to provide David with a copy of letter. (DONE)

Action: David has committed to give unions at least three weeks to review the Signature Project charters ahead of our fall meeting.

Post budget implications- MSC staffing strategy

- David has sent a message to all staff on May 13th and posted on ADM's Intranet Corner regarding MT-08 processes; MT-08 vacancies will be staffed, and employees assigned to high priority projects/national files, such as Signature Projects.
- Ole commented that leaving positions vacant is not the solution as it means that staff have to do the work of two people. The unstaffed positions should mean that the work won't get done.
- David commented that prioritizing the work effort and laying out the project charters will help management in this regard.

3. MSC People Plan 2010-13: Danielle Lacasse provided an overview of MSC's 2010-2013 People Plan, including elements of our PSES validations and discussions across MSC .

- Danielle described the changes to MSC People Plan and how we are working to improve the synergies between the HR priority areas, and to allow the MSC to better respond to the issues arising from the 2008 Public Service Employee Survey (PSES). MSC's four MSC Directors General

have agreed to take on a more active role in leading key HR Portfolio areas, to ensure a high level of attention and momentum for HR initiatives. Each of the new Portfolios are supported by Champions and teams are being expanded to include EX Equivalent staff from across the country. A new focus in the People Plan is on leadership at all levels (particularly middle managers), as well as an approach to improve internal communications

- The three Portfolio areas were described:
 - *Improving our Present: a Healthy and Respectful Workplace*, which is being led by Jim Abraham, DG of Weather and Environmental Monitoring;
 - *Building our Future: Developing a strong Workforce*, which is being led by Michel Jean, DG of Weather and Environmental Operations and Danielle Lacasse, DG of Business Policy; and
 - *Enabling an Effective and Forward Looking Organization*, which is led by Diane Campbell, DG of Weather and Environmental Prediction and Services.
- Daryl questioned our progress on our EE targets surrounding the Engineering and Scientific Support occupational group (EG). Lynnea described a recent review that was undertaken to look at the overall labour market availability (LMA) assigned to MSC EG positions to determine whether it was reflective of the nature and requirements of MSC EG work. In view of rectifying the workforce availability statistics and ultimately reducing the gap for women, a review of MSC EG positions was undertaken. With the new assignment of NOC codes following the review, it is anticipated that the gap experienced by MSC for women in the EG group will be reduced. The revised NOC codes will be submitted to Treasury Board Secretariat for recalculation of the LMA for the EG group across EC which may also impact the gaps in other branches and in other EE groups. Given the uniqueness of MSC's EG population, MSC has requested its own assignment of a LMA for women in the EG group to reflect a more realistic representation target for women in EG positions.
- Gilles asked about the 1.5% of the equivalent of salary budgets being allocated for staff learning activities expenditures and the fact that it might be difficult to calculate the full amount which is invested. In Quebec region, this amount also captures the amount spent for language training. Gilles mentioned that linguistic training should be calculated differently and not part of the 1.5%. Joanne Heller described how this was calculated in the past and the project code (LEARN) is now being used to capture all learning costs, although it still depends how diligently this coding is being used by managers. It is likely that we under state the true investments, but the department is working to better capture and track true investment costs for all learning.
- Daryl asked about the APTP and how many individuals might be expected to take part in the program each year. Jim and Michel pointed out that the program continues to be updated' and for this year approx 30 individuals are taking part in the program. There is also an exercise underway to estimate the needs for new entry level EGs given forecasted retirements. Information to be shared.
- Daryl proposed a few elements to consider in the program, namely that EG3 become the entry level, that the program be shortened to get the individuals

Action : Changes to the APTP Program to be shared at least 3 to 4 weeks ahead of time and discussed at next meeting

at the working level faster. Unions are interested in seeing changes being proposed to the APTP Program.

How MSC's People Plan addresses PSES:

- David pointed out the three key areas which were of concern in the PSES results. MSC undertook a validation assessment across MSC with staff to understand better: Executive Leadership, clarity in mission, workplace and harassment and discrimination. He pointed out the effort undertaken to eliminate and reduce actors particularly in regional director positions. The outcomes of the Life Balance workshops will be used to improve people management and to increase capacity/skills of all staff to manage/engage themselves more effectively. New rounds of worklife balance workshops will be undertaken in 2010-11. With respect to harassment and discrimination issues, a new working group will be analysing the PSES results in greater detail.

MSC Dashboard – Measuring Progress : Diane Cambell provided an overview of a deck already circulated which shows MSC's demographics, as well as information on employee mobility, learning & development investment, Employment Equity and workplace wellness. She outlined the objectives of the Metrics Portfolio Team: to measure the People Plan progress as well as monitor the strength of the MSC. A 3 year action plan is being developed, which will include quarterly updates on a suite of performance indicators to monitor these 2 objectives, development of learning tracking mechanisms, and which will support salary risk management through metrics.

- Daryl pointed out the need to allow various individuals to be provided a chance in short term acting to allow others to be trained, thus providing equal access to acting assignments. There is a need to share and better understand learning needs within and across Divisions and Directorates.
- Gilles pointed out that management should think about improving the work conditions of shift workers particularly for women. This will become more and more crucial in the future in terms of worklife balance and workplace health.

4. Various program/operational updates

a) Advance notice of shift schedule change: Michel Jean introduced this item and Kirk Johnston provided details. 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 PIPS during the last round of collective negotiations. Michel pointed out that Treasury Board provided some 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.

- Daryl pointed out that the interpretation of issue needs to go through jurisprudence as there is a need for the consistency in the application of the guidelines. He pointed out that there is currently a grievance underway related to this issue.

b) Travel for Career Development Activities Guidelines. Kirk Johnston pointed out that there is a proposal to ensure consistent use of provisions within the collective agreement as it pertains to paid leave to attend career development events under

ACTION: Gilles to provide Kirk examples of possible situations of concern regarding

clause 18.03 (d) of the Career Development Article.

Management will advise managers that staff should be on leave with pay for career development when they attend conferences or conventions and employees will be expected to identify the "Other Paid Leave- Examination, Career and Professional Development (code 620). He pointed out that employees on Other Paid Leave – Examination, Career and Professional Development will not receive any further compensation under Article 9 Overtime, Article 13 Travelling Time, clause 8.16 (Short notice schedule change), 8.17 (meal period), 8.19 (shift premium) or 8.20 (weekend premium). Gilles Brien pointed out that there may be some implications and he would provide some examples to Kirk.

application of leave coding travel for career development.

c) Update on DND workforce relocation: Diane Campbell provided an update on the CFWOS project. The previous plan was to invoke WFA in April 2011 when the Minister of National Defence approves the implementation plan. However delays in setting a contract for the architect and added new steps in the approval process will push the date to Sept 2011. Diane pointed out that WFA will, therefore, be invoked in Sept 2011; still consistent with our plan to begin moving people by 2012.

An HR Task Team has been established to oversee the WFA from a national perspective. Part of the role of the task team is to hold workshops on WFA and a clinic for staff to meet, one-on one, with HR experts to discuss their personal issues. First workshop was held in Comox which Ole attended. The second and last workshop will take place on June 7, 8, and 9 in Trenton.

d) New ice production forecast system (Polaris)

- Diane pointed out that the Canadian Ice Service, the US National Ice Center and US International Ice Patrol have agreed to proceed with the development of a Common Production System (CPS); a New Production System is the next step in fulfilling the ice information requirements of the governments of Canada and the U.S. more efficiently and effectively by combining the strengths and resources of the three North American ice services. Polaris is to be ready by fall 2010.

Reorganisation of CIS Forecast Operations

- Diane mentioned that CIS Forecast Operations is a 24/7 organisation that requires realignment in keeping with the increasing demands, multidisciplinary nature of the work and very flat organisational structure. An assessment was undertaken on how to best meet the needs for increasing demand for ice information and develop a Roadmap forward. A key element was the creation of several new positions and this modest re-organisation will create a more coherent and adaptable organisation with effective staff supervision as retirements take place and staff move to new positions.
 - Gilles pointed out the importance to maintain quality standards for positions and some members may have concerns if some positions traditionally aimed at professionals are now being staffed with technical groups. David pointed out the importance of building on the competency profiles, which may change over time and allow various occupational groups to cover similar competencies.

5. Items proposed by unions

Initialling of the weather forecast by meteorologists

Gilles Brien raised the fact that in Dec 2008, MSC meteorologists who had been signing their weather reports for over 40 years were now prohibited from doing so.

Given that the signature is perceived by several members as proof of accountability along with the confirmation of a professional act and a source of pride for many, members are wondering why was such a decision made so suddenly. They pointed out that the reasons have not been clearly explained. The Unions would like to know if MSC has conducted a study or researched the impacts on personnel before making such a unilateral decision. There are discrepancies in practice, given that meteorologists from the CMC, some CMACs and the hurricane centre continue to have the right to sign their own reports, and even national foreign weather services, such as in the U.S. and France, require the meteorologists' signature on their forecasts. Why does Canada not use the same quality standards?

PIPS is requesting that meteorologists be allowed to continue to sign certain types of reports (WOCN) drafted on their own initiative.

- Michel pointed out that the Prediction Committee decided that a common approach would be applied with respect to the initials at the bottom of the message. From an internal quality perspective, management is aware of who has produced the forecast.
- Management proposed that through discussions through the Signature projects, there is a willingness to re-open the possibility of forecaster's initials with the next generation systems

Disparity in career development time between CMAC and CPI (ratio of 4 to 1)

The project time for a CPI meteorologist is about 20-25%, whereas this percentage drops to less than 5% in CMACs. Several members are complaining about this unequal career development time. The response given by the employer to explain this disparity between CMAC and CPI meteorologists is that NAVCAN does not wish to pay for the career development. However, members consider themselves as working for EC and not NAVCAN. In the collective agreement, project time is described as "career development." These resources, like salaries and other benefits, are negotiated for all meteorologists. However, depending on whether an employee is assigned to a CPI or CMAC, these rights and benefits are not distributed equally, which we consider to be a form of discrimination.

PIPS' request: that project time be spread out equally among CPI and CMAC meteorologists.

David suggested that the next forecast generation system will be about more than weather and how forecasters interface with the production systems in the future. We will be re-thinking our production system and interfaces and ensure that work gets done and quality outputs are delivered to clients.

MSC and Navcan (no long-term vision in strategic documents)

- Diane pointed out that work is underway to develop an aviation vision. Our expertise has allowed us to offer a service to NavCan while continuing to offer functional services. New opportunities are also being explored; e.g Toronto hub to drive nowcasting technologies. There is no doubt that there is tremendous pride in the work of those on the aviation desks. We don't want to inadvertently create job dissatisfaction with the aviation forecasters. There will be more to share in the fall.

6.Next Meeting - Fall 2010- face to face

Later part of November

Meeting adjourned 3:15pm