

November 26, 2009

TO: Locals - DOE
National Executive
National and Regional E.O. Representatives

RE: **DOE LMCC – November 12, 2009**

The DOE LMCC met on November 12, 2009 with Brother Daryl Hoelke, Executive Assistant, and Sister Manon Desormeaux, Service Officer, attending. The following are highlights of the discussions; i.e.,

Review of Minutes

There was a review of the Minutes of the previous meeting and a discussion relating to the follow-up items.

- 1- Review of Harassment Complaint: A Guide on Harassment is being developed and will be available on the departmental website. Bargaining agents will be consulted and have an opportunity to provide comments.
- 2- NJC Travel Directive Update: The Enforcement Branch advised that the situation with respect to the 2008-2009 Basic Enforcement Training has been resolved. The issue with respect to the years previous to 2008 remains outstanding and the Department is currently looking at different options. A proposal will be provided in the upcoming weeks and an update will be provided at the next ECLMCC.
- 3- Code of Conduct: The target date to commence consultation is January 2010 once a Treasury Board Code of Conduct has been finalized.

Public Service Employees' Survey (PSES)

The Department provided an overview of the PSES and indicated what the next steps were including a consultative meeting with Managers, Employees and bargaining agents to gather feedback on initiatives that need to be addressed.

A session to confirm the issues of concern to employees and what needs to be addressed has been scheduled with employees and local/regional union representatives.

UEW-STE advised that other Departments are conducting yearly surveys and questioned if this was the intent of DOE. The Department advised that Treasury Board conducts a shorter survey every year; however, the Department is not expecting to participate in that survey until next year to ensure that it has time to put an action plan in place as it relates to the 2008 PSES. DOE did, however, indicate that it expects to have an annual survey.

The Bargaining Agents enquired about how the Department is planning to keep its employees informed on actions resulting from the survey. The Department is attempting to make the communication tools more transparent and is currently looking at new technologies such as Facebook, Twitter, YouTube, etc., as those sites are excellent forums to ensure information is disseminated. The Department did advise that town hall meetings continue to be held during the year.

Pandemic Influenza

The Department provided an update on the Pandemic Plan that was presented at the last HRLMCC and NJOHSPC meetings and provided an overview of the situation.

- The Department is actively monitoring absenteeism and so far, there has been no disruption of service.
- A Pandemic Coordinating Committee was created and is meeting every two weeks. Each Branch has its own Business Continuity Plan in place.
- DOE has a Communication Plan in place which focuses on prevention and incident management; encouraging staff to get vaccinated in order of priority; and advising employees to stay home if they are sick.
- At the time of writing, the Department has indicated that there has been no refusal-to-work situations in DOE.

MSC Work-Life Balance (WLB) Analysis

The Department provided an update on the MSC Work-Life Balance (WLB) Analysis. The purpose of WLB is to create and maintain a healthy workplace. There was a workshop that was piloted last Fall with the emphasis placed on how employees can deal with time demands, etc.

The Department will deliver a two-day workshop for employees and managers which will focus on stress and how to deal with workplace stress. A summary of the results will be shared once available.

Should you have any questions concerning the above information, please do not hesitate to communicate with the national office.

Yours fraternally,

William Pynn,
National President,
Union of Environment Workers