

**Oceans Science Sector Union-Management Consultation
Committee Meeting
Fisheries and Oceans Canada**

**June 25, 2010
1:30pm to 3:30pm
Peter Mitchell Boardroom**

Record of Decision

Participants:

Siddika Mithani	Joseph Tillman
Jay Parsons	Alain Vézina
Gail Faulkner (for Wayne Moore)	Sherry Niven
Darlene Smith (for Sylvain Paradis)	Ghislain Chouinard
Savi Narayanan	Arianne Plourde
Glen Condran	Michelle Wheately
Paula Dignan	Laura Richards
Bill Pynn	Camille Jolicoeur
Erland MacIsaac	Joanne Boyd
Thomas Landry	Joanne Fortin

1. Welcome/Opening Remarks:

This being her first UMCC meeting, the ADM introduced herself to the Committee, stressing the importance of effective labour management relations, while indicating she was very pleased that such a consultation forum exists at DFO.

2. Review: Agenda; November 2009 Record of Decision (ROD); and Action Items List:

Questions received from the PIPSC representative (E. MacIsaac) were to be addressed within the existing agenda items.

The November 2009 ROD was accepted.

The Action Items list was reviewed. Of note:

- UEW noted that neither the Orientation Guide for new Science Sector Employees nor the Manager's Orientation Checklist included a reference to the

unions. UEW noted that this is an important aspect in familiarizing new employees with their workplace, and that OSS should consider including this reference in these documents.

- It was agreed that the update on the status of grievances would be removed as a standing item from the Agenda.
- Classification update – UEW noted that they had seen the NMWD for the EG01 through to EG04, but have not seen EG05.

Action Item: OSS agreed to provide the EG05 NMWD.

3. Organizational Changes

The ADM reported on the status of the organizational changes taking place within DFO, particularly:

- In Feb of 2010, the Deputy Minister communicated to the National Union Representatives a new strategic vision focused on service delivery for the Department of Fisheries and Oceans. The objective is to build DFO's capacity to provide more strategic support and advice to its full range of stakeholders. A key aspect of this vision is to provide greater focus on integrating policy and science.
- In April, the national union representatives were provided with information and communications materials in advance of this structural realignment.
- On May 3rd, the first phase of the structural realignment was implemented i.e the realignment of the National Capital Region. The Oceans Directorate of the NCR, which was part of the Oceans, Habitat and Species at Risk Sector, was merged with the Science Sector to form the new Oceans and Science Sector. This change acknowledged the close working relationships between oceans and science professionals and the strong science foundation underpinning the oceans program.
- The department is focusing on structurally realigning the sectors in the National Capital Region. The change has not yet impacted regional operations.
- The next phase of the departmental re-organization will involve analyzing, planning, and consulting with the regions on the impact of the reorganization in the NCR. Consultations with regions will take place between now and the end of December.
- Union members were pleased to hear that there would be engagement before implementation.

4. Classification Update

The ADM introduced Joanne Fortin, the newly appointed Director of the OCCOE; and Joanne Boyd, the National Team Leader for Oceans and Science, Policy, and International Affairs Sectors. The ADM noted that Kim Crossland continues to be the senior national advisor for Science organization while France Lebeau will continue on as

senior national advisor for Oceans related classification requests.

Glen Condran briefed members on the status of classification actions with respect to the BI, EG, PC and CH work descriptions.

- Early in the process of developing the core science National Model Work Descriptions, members were advised that the Science Sector would review and develop as required, variant work descriptions to respond to national or regional variances that existed within the EG, BI, PC or CH groups.
- Following the application or linking of the national model work descriptions, reclassifications of EG and BI positions were completed by March 2010. Variants of the EG and BI have been prepared and classified, the classification decisions are to be released this summer; these could be used to address reclassification issues.
- Since the November 2009 UMCC, the PC and CH National Models were released. Linking of the PC and CH national model work descriptions continues to take place and this work is going quite well. As anticipated, the majority of Science Sector PC and CH positions are being linked to the national models. At this time, variant work descriptions for the PC and CH national models have not yet been determined.
- UEW asked in cases where there is a reclassification, is the retroactivity being paid out. Regions did not report anything outstanding.

Glen Condran briefed members on the use and status of the National Priority List for Classification Actions

- The National Priority list was developed as a management strategy to ensure the right balance in responding to pending grievances, the application of the national model work descriptions and the day to day regional priorities, most of which require urgent attention.
- This strategy has enabled a reduction in the number of pending classification actions from just over 250 requests as reported at the November UMCC, to approximately 80 requests.
- The management and potential integration of the Oceans Management and Science Sector Classification requests will need to be discussed and developed.
- UEW enquired as to the status of the development of NMWDs for the AS and CR classifications. The OCCOE reported on activities at the departmental level, and OSS reported on work that has been undertaken at the regional level. UEW expressed concern as to progress within the Science Sector

Action Item: DFO to review status and will share with UEW.

5. Labour Relations Update

Removed from the Agenda.

6. B-Base Funded Staffing

- The Sector was to further examine what types of B-Base funding exists and the number of employees who are linked to B-Base funding.
- Of the 36 sunset employees, there are 18 EG, 11 BI, 3 PC, 2 CH and 2 SERES.
- A significant portion of scientific activity is project based and funded with temporary sources. These projects are generated and managed through collaborative agreements with stakeholders such as universities, or in response to government priorities such as the work associated with UNCLOS. Project based salary funding which sunsets from the government is approximately \$3.9 million.
- The Sector operates within an extremely tight financial environment. Last year, the entire salary envelope was spent and it is expected to be the same this year. The Sector's ability to risk manage permanent staffing of sunset employees is quite limited to non-existent. To do so would result in an unfunded liability.
- PIPSC member noted that there is a large risk associated with the loss of term employees. The member also noted differences in the program delivery mechanism of B Base funding. ADM noted that it was incumbent to examine management of all programs and streamline processes to minimize negative impacts. PIPSC member proposed the establishment of a working group. ADM responded by indicating she would prefer to review internally.

7. Science HR Initiatives

a) Leadership Development (LD) Needs Assessment Report

- Science Sector recently initiated a needs assessment on leadership development. This work was focused on EX-1 and EX-2 and equivalent-level employees.
- The consultation process involved Science Directors, two RDGs, colleagues in the HR Directorate, as well as a small sample of participants in leadership development courses (Leading Scientific Teams and Becoming Leaders). In addition, information was gathered about leadership development offerings in other science-based departments and agencies.
- The results suggested the need to develop a talent management program which would include:
 - a transparent and structured approach for the identification of high potential employees, so that discussions are facilitated not only within regions but across the Sector;
 - support for career development discussions for all employees in the feeder groups;
 - and a leadership development framework.
- Such a program would enable the Sector to participate in the S&T Community's redesigned Scientists as Leaders program, which will offer a suite of learning opportunities to prepare individuals to compete for EX01 roles.
- NSDC endorsed the development of a talent management program and work was recently initiated in May.

- Union members noted:
 - There are many barriers to leadership development; including language competencies, mobility and work/life balance. It is important to identify candidates early in their career and to manage expectations. Training resources are treated as discretionary, and should be protected in times of fiscal restraint. It was also noted that there were key findings associated with volume of work increases, yet a paper such as this does not address basic issues like workload.

b) Employment Equity Plan

- A comparison of the 2008 and 2009 representation and availability data shows that the Sector has made progress towards the recruitment of designated group members above the attrition rates.
- The new census data (2005) indicates that Labour Market Availability for all designated group members has increased, and consequently, so too have the representation gaps.
- Particular attention will need to be made towards addressing the representation rates for women and visible minorities, as gaps for these two groups continue to be significant.
- Representation data for women, as at September 30, 2009, show the largest under-representation gaps in the BI (-13) and SE RES (-51) groups. Women experienced an attrition rate of 33.3% in the BI category (or 6 employees), with most women biologist leaving due to retirement for the period of April 1 2008 - March 31, 2009. There is no indication of attrition occurring for women in the SE RES group for this same period. The Sector has, since the implementation of the National HR Strategy, addressed gaps for women in the RES category by conducting a 50% targeted recruitment effort.
- As at September 30, 2009 the representation gaps for Visible Minorities is noted in several of the core science groups:
 - BI (-35); CH (-7); PC (-5); SE REM (-3); SE RES (-8). The attrition data for April 1 2008 - March 31, 2009 notes most departures occurring in the SE RES group due to retirement.
- There is a significant gap for Aboriginal Peoples in the EG (-28) group, as at September 30, 2009. Conversely, the attrition data for April 1 2008 - March 31, 2009 does not indicate departures of Aboriginal Peoples from the EG group.
- The Sector is reviewing the activities noted within the EE Action Plan to ensure the strategies are relevant to address newer or continuing gaps for the designated groups.

Action Item: PIPSC member sought more information on the basis of determination of Workforce Availability

8. Other Business:

- UEW asked about the status of the Guidelines for Acting Appointments.

Action Item: to be shared with Unions with a follow up meeting if necessary.

- PIPSC raised a question about the TBS report "Inter-Sectoral Partnerships for Non-Regulatory Federal Laboratories". Would this report play a role in Strategic Review?
 - The DM responded by indicating that Until the Government makes public its decisions, it is difficult to discuss specific items.