

**Union-Management Consultation Committee Meeting
Ecosystems and Oceans Science Sector (EOSS)
Fisheries and Oceans Canada**

October 18th, 1:30 pm to 3:30 pm
Boulton Boardroom, 615 Booth Street

Record of Decision

Participants:

Siddika Mithani, ADM EOSS	Laura Brown for Laura Richards, RDS (Pacific)
Savi Narayanan, DG CHS	Joanne Boyd, DFO HR (OCCOE)
Jean-Francois LaRue for D. Gillis, DG ESD	Leanne Scoville, DFO HR (OCCOE)
Wayne Moore, DG, SRS	Patrick Giroux, DFO HR (LR)
Glen Condran, Director, SRS	Scott Graham DFO CS (IMTS)
Barry McCallum, RDS (NL)	Thomas Landry, PIPSC
Alain Vezina, RDS (Maritimes)	Erland MacIsaac, PIPSC
Andrée Bolduc, Acting RDS (Quebec)	Luc Paquette, UEW
Maureen Fulcher for Michelle Wheatley, RDS (C&A)	Todd Panas, UEW

Note Taker : Patricia Billard, EOSS

Regrets:

G. Chouinard, RDS (Gulf)
J. McMillan, UEW

1. Welcome/Opening Remarks

The ADM called the meeting to order at 13:30 and she welcomed everyone including Todd Panas, newly elected national President of UEW.

2. Review Agenda

The agenda was accepted with one additional item proposed by Todd Panas: Workforce Adjustment. This subject will be covered under Item 7: Strategic Review.

Luc Paquette proposed to discuss the EG06 item as agreed at last UMCC meeting. This subject will be covered under Item 3: Follow Up on Action Items.

3. November 19, 2010 Record of Decision (ROD); and Action Items List

ROD was accepted.

The Action Items List was reviewed. Three items were discussed:

3a. Appendix I of the TC Collective Agreement

The 2011 field season is coming to an end. The season has been conducted following the approach communicated to Unions and employees prior to operating season. This item is currently being negotiated within the collective bargaining process.

Todd Panas raised concerns over employees' work-life balance with this move to shift work.

Maureen Fulcher indicated that there has been no significant operational change with this approach. Employees perform the same duties and in the same areas, i.e., no change as it relates to work-life balance. It is the level of compensation that has changed.

This item is removed from the Action Items List.

3b. EG06 Update

DG, CHS indicated that the national organizational model was developed (approx. 2002) for CHS, based on emerging and changing nature of the work requirements. This resulted in an evolution to a more multi-disciplinary approach with a broader array of skills and responsibilities which resulted in two categories of supervisory positions – ENSUR 3 supervisor and EG06 supervisor.

UEW identified career progression as a concern and sought commitment from the Sector to identify a certain number of EG06 positions within the organization?

In view of the concerns raised by the regional and national UMCCs and considering the SR reductions, the Sector proposes that a review of the supervisory and manager model structure be conducted. CHS will prepare a draft TOR for this and consult both PIPSC and PSAC before proceeding with the process.

This item remains on the Action Items List

3c. Classification Updates

AS/CR NMWD:

DFO HR has completed and recently released (mid-September) for implementation a suite of Administrative Officer NMWDs for use in ADM Offices and DG Offices

The suite for ADMO use includes an AS07 Executive Assistant, AS04 Scheduling, and an AS02 Document Control and Administration.

The DGO suite includes an AS04 Management Services Coordinator, and an AS02 Scheduling and Correspondence Officer.

Work on the RDGO suite is continuing, and has not yet been submitted to OCCOE (initiative is being led collaboratively by Pacific Region and Central and Arctic Region).

The regional model prepared by Maritimes Region will be taken to Classification Committee on October 25.

This item remains on the Action Items List for update.

Outstanding Classification List:

As reported at the May UMCC, a national list of outstanding classification items was compiled. During the summer, the National Science Directors Committee (NSDC) reviewed and prioritized the list using the following scale: highest, high, low. This approach allows for the OCCOE to concurrently work on the actions identified by the Sector as being those with the highest priority. NSDC identified a process to address classification workload:

- A national working group has been established to deal with work descriptions and classification. The Working Group will meet soon.
- A quarterly call between NSDC members will be scheduled to review progress on outstanding classification items and discuss any other issues that may arise relating to work descriptions, classification, etc.
- A principle that any new items introduced will be treated as lowest priorities until the existing list is completed. There may be some exceptions to this that will be addressed when/if they arise.

An updated list has been recently drafted, which will be reviewed and approved by NSDC at an upcoming meeting. The original prioritized list identified 37 outstanding actions, 12 of which were characterized as those with the highest priority. The updated draft list, subject to review by NSDC, includes 22 outstanding items, with 8 being proposed as having the highest priority.

Thomas Landry inquired about the mandate of the National Working Group.

The National Working Group is to:

- Manage the workload associated to classification files of NMWD;
- Manage the work associated with the positions not linked to NMWD; and,
- Manage the classification files as identified by NSDC.

Item remains on Action Items List.

Positions not linked to NMWD:

As a result of staff vacancies and workload issues, unfortunately this item is still pending. We intend to undertake this activity during the upcoming fall and early winter.

Item remains on Action Items List.

4. Classification Update

In addition to the items already discussed within the Action Item list, a recent Public Service Labour Relations Board adjudication decision concerning the requirement to carry and use firearms prompted DFO to examine the impact on work descriptions and classification.

As a result of this decision, the department is reviewing all positions to identify those for which there is a requirement to carry a firearm in the exercise of their duties.

This requirement is to be reflected in the Skills section of the work description by adding the following clause: *There is a requirement to possess the qualifications to handle and use firearms.*

It is not expected that this exercise will lead to revisions to the work description beyond the inclusion of this requirement. Nor is it expected that the inclusion of this requirement will affect the classification and level of a position (as was the case for the position which was the subject of the ruling).

The Sector is currently surveying the national organization to identify the exact positions which will include this requirement. This is close to being completed. Once completed, the sector will update the WDs. (The total number of positions will be relatively small.) There are about no more than 15 positions per region. Once identified and updated; employees and unions will be consulted.

The results so far indicate that positions within the following occupational groups will be included: BI, EG, EL, PC and RES. For those positions linked to a model work description, it is likely that a variant will be created as the actual number of positions which require the need to carry or use a firearm is relatively small.

It was noted that the possession and use of firearms is not only for employees' safety and protection, but also to perform duties.

5. Bi Competency Framework

In response to a commitment identified in the EOSS National HR Strategy towards learning and development to address the risk of losing knowledge and scientific expertise, EOSS has undertaken the development of a BI Competency Framework.

The objective of this initiative is to develop and implement a BI Competency Framework that is departmental in its scope, building upon the work already completed by Ecosystems and Fisheries Management Sector (now considered Phase One). It spans from the BI01-BI05 levels.

This framework will support recruitment and staffing activities, integrate HR and succession planning, support DFO's Continuous Learning and Performance Review process (including the preparation of Individual Learning Plans) and support employee's career development. The Sector is developing a Career Development Portal as part of its HR intranet site and the BI Competency Framework will be integrated into this portal. Specifically, a self-assessment questionnaire will be designed along with developmental suggestions for the behavioural competencies.

The Framework will assist Staff in identifying expected competencies as a biologist at any level; and, will allow them to focus their personal development as such.

EOSS has engaged Intergage Consulting Group to conduct the consultation process as they carried out the consultations for Phase I for EFM.

A working group with representatives from EOSS, EFM and Oceans (from the regions and NCR) to help guide this process has been formed. A consultation session with NSDC members has been conducted, and consultation session with the working group (managers of BIs) using the EFM work product will be held. The draft Competency Framework will be updated for use in consultation processes in each region. There will be one consultation session in each region, limited to about 20 participants. In addition, staff are invited to provide feedback via email.

Prior to the consultation sessions, information sessions will be conducted in each region so staff will be aware of this project and its intended outcomes. The HR intranet site will host information about this project, including links to presentation decks and the draft framework being used for consultations.

In terms of timeline, it is planned to conduct information sessions at the end of this month and beginning of November, and then consultation sessions will be conducted in mid-to the end of November. The feedback will be integrated over December with the objective of presenting a draft framework to NSDC members in January.

The intent is to then implement the framework, along with supporting tools such as a self-assessment questionnaire by March or April. We will be building on the work that EFM has already completed in this regard.

The union will be kept informed of progress and union members can participate in consultation sessions, if they would like.

At this time, we have not discussed expanding this initiative to other occupational groups. This may be something to discuss at a future date and would involve discussions at a

departmental level, and not just at the sector level.

Erland MacIsaac indicated that PIPSC would like to be consulted when the draft framework is completed, and offered to have the Framework reviewed.

6. Computer Systems (CS) Employees

The announcement of last August on the establishment of Shared Services Canada, impacted 44 federal organizations and resources associated with network services including telecommunications. There are currently no plans to transfer any sector staff as part of this transition. Unions will be kept informed of development pertaining Shared Services Canada work or if there are any impacts within the sector.

Scott Graham of DFO's IMTS indicated that telecommunications work is being transferred to Shared Services Canada and these changes are mainly impacting IMTS.

7. Strategic Review

The Deputy announced the departmental changes which will be implemented as a result of DFO's Strategic Review exercise. While the department is doing its part to help achieve a balanced federal budget, Strategic Review is also an opportunity to clarify how it can continue to evolve as an organization. As a result of the strategic review, spending reductions of 56M\$ at Fisheries and Oceans Canada will be phased in over a three-year period.

More specific to our Sector, DFO will:

1. Modernize the fisheries management initiative by introducing a multi-year planning cycle for science advice to support management plans and total allowable catch limits for fisheries that are in place for several years. This will impact 22 positions nationally.
2. Refocus aquaculture science program by eliminating a portion of the funding that supported projects with the private industry, under the Aquaculture Collaborative Research and Development Program (ACRDP), to support research and development related to fish production and to conduct research activities in freshwater aquaculture. This will impact 11 positions nationally.
3. Streamline the decision making process with regards to habitat and ecosystems science by implementing an approach that focuses more on whole ecosystems and less on single management issues. With more than 50 separate planning and priority-setting processes, program management is overly costly. Instead, we are establishing a smaller number of national processes to establish science priorities and consolidating the administration of our Fish Habitat Science-related Centres of Expertise from five processes into one. Over time, this will also significantly reduce the administrative costs associated with science planning and decision-making and reduce burdensome science planning and decision-making processes. This will impact 23 positions nationally.

4. Reform the governance structure for CHS and implement a risk-based framework to prioritize charting activities. This will impact 21 positions nationally.

This results in an impact of approximately 80 positions within EOSS. This change process is about people, and treating people with dignity and respect. The impacts of Strategic Review will vary by region and sector. Where there are reductions, the Department will ensure that Workforce Adjustment provisions and relevant collective agreements are respected. Our goal is to address this reduction to the greatest extent possible through attrition, re-deployment, planned retirement and other staffing mechanisms.

As part of this whole-of-department approach, Human Resources has instituted staffing review committees in each region, with support from each regional director of Human Resource, with the ultimate goal of establishing priority lists. Measures are being taken to maximize opportunities for our indeterminate employees affected by workforce adjustment.

Erland MacIsaac inquired whether positions (groups and levels) have been identified. The ADM indicated that there are no positions identified at this time.

Todd Panas indicated that he has met with the DM last week. UEW primarily concern is that WFA provisions are being respected by establishing a WFA committee and a strategy within DFO for impacted employees. Echoed by PIPSC, UEW has asked the Department for a breakdown of impacted positions by region, groups and levels, listing of vacant positions as well as attrition rates.

The Sector reported that each region has implemented a management committee to manage adjustments through this process.

The ADM reassured committee members that the organization is committed to its employees in this fiscal climate and transformation at DFO.

Strategic review will be further discussed at the DFO Labour Relations Symposium next week.

This item will be a standing item for UMCC meeting.

8. Special Purpose Accounts / Collaborative Agreements

The recent clarification on the use of SPAs has had an impact on DFO's use of these mechanisms.

The department is currently doing an assessment of the implications.

The CFO is discussing with TBS and Legal Services on DFO's legislative authorities

and the use of SPA.

9. Other Business

Thomas Landry inquired whether the ADM is planning to visit regions to discuss strategic review. The ADM indicated that there were no plans at the current time. Employees would be better served when more information is available.

Todd Panas suggested use of technology to encourage live and ongoing dialogue with employees across the country.

10. Next meeting and Adjournment

Next meeting will take place prior to National UMCC. It will be tentatively scheduled in April 2012.

The meeting adjourned at 15:15.