

December 2009

**Department of Fisheries and Oceans / Ministère des Pêches et Océans**

**Human Resources Union / Management Consultation Committee (HR-UMCC) /  
Comité des ressources humaines de consultation patronale-syndicale (CNCPS)**

**Minutes of the Novembre 16, 2009 meeting /  
Compte rendu de la réunion du 16 novembre 2009**

**Items 1 – Opening remarks**

Patti Kuntz, Director General, welcomed the participants and thanked them for their patience following a brief technical difficulty. She recognized the effort of the bargaining agents to participate on the short time frame given for this meeting. She explained the rationale for the separate HR UMCC as many HR items were lost at the NUMCC table and looked forward to working with the different bargaining agents to develop a committee that is useful and relevant to the issues at hand.

The agenda will be updated to reflect the addition of union members and their contact information as requested by UCTE.

**Items 2 – Draft Terms of Reference (TOR)**

A draft terms of reference was introduced to the table. This was to point out the difference between this meeting and other terms of reference for the HR sector UMCC. The lion's share of topics relate to those of a people management nature in the department. The goal is to look at the global sense of people management though we can still look at issues not adequately addressed at local or regional levels.

Christine Collins of UCTE needed clarification of what the change from HR issues to people management issues would mean. She saw this as a forum for things to be addressed instead of at the NUMCC and felt the change to people management limited the forum for discussion.

Paula Dignan of UEW felt that things fall through the cracks that don't necessarily fit in a particular sector. The concern was that there would not be communications and direction to the regions if not dealt with by a respective Sector, and who ensures the follow-up.

Jim McMillan of PIPSC agreed that the focus should be on problem solving not just the transfer of information to the unions. There should be an escalation process of how items are moved up if not resolved. The TOR should make reference to movement to the sector or national UMCC.

**Action item:** alter the draft to read HR/people management

UCTE further raised the issue of co-chairs as currently exists in all CCG UMCCs. All the bargaining agents gave their perspective on the issue of co-chairs ranging from not an issue of concern to indifferent about the issue. The option of alternating chairs was also raised as a possibility.

December 2009

Joe Grebenc provided background on a similar discussion that took place at the NUMCC. The bargaining agents at the time did not want the administrative burden of being co-chair and also didn't want to be in a position where they felt they could not be as open as they would like or as critical of an issue if they were implicated in the chair position.

**Action item:** The bargaining agents will meet separately to discuss this issue and come back with a common decision.

Composition:

While all of her management cadre were present for this initial meeting, Patti Kuntz suggested that the group consider that some members of management may not be required while the corporate directors may be invited only if they are directly implicated in the agenda. She wondered if it would be appropriate to include one Ottawa ADM, one RDG and one CCG member on the committee.

UEW suggested the inclusion of DFO champions, perhaps an ADM who is a champion for example the EE champion?

**Action item:** Review the composition of the committee and send suggestions to labour relations as to who should participate.

UCTE requests that the meeting be scheduled at least four (4) weeks in advance of the NUMCC and the CCG-UMCC

**Action items:** TOR will remain a standing agenda item for the next few meetings. Schedule dates for May (the 24<sup>th</sup>) and early November (the 8<sup>th</sup>) prior to NUMCCs. Develop a calendar to use as a tracking system that contains the dates of all relevant meetings

Robert Loiselle of ACFO wanted to incorporate the paragraph that exists in the NUMCC terms of reference that speaks to time off with pay to attend these meetings. He also wants the department to look at cost-sharing for some of the smaller unions to come to Ottawa for meetings.

**Action item:** Incorporate same language regarding costs into these TOR as is currently in the NUMCC terms of reference (done)

### **Item 3 – Public Service Employee Survey (PSES)**

Hélène Leblanc provided an overview of the survey. Managers had been asked to validate the DFO results. This document has not yet been shared with the management team but we wanted to take advantage of the bargaining agents' presence to get your initial thoughts and perspective on the results.

December 2009

The full details of the employee engagement report are available for reading if you are interested. The national PSES committee met the week of November 9<sup>th</sup> to come up with some action items that will be presented at DMC.

UCTE indicated that it seemed to be a number exercise. They suggest creating working groups with the bargaining agents to address these issues and come up with some resolutions. UCTE has yet to have a meeting with the CCG to work on these issues despite requesting it at the NUMCC. It is further disconcerting to see action items listed without bargaining agent input. The problem is that due to the increased rate of surveys, we will have the next one prior to dealing with the actions items arising out of this last one. There needs to be involvement to get tangible steps and not just overall motherhood statements. If there are best practices already out there and we know there are, let's look at those.

UCTE is concerned that the CCG is lost in the national scope as the plan of action is not significant for engaging CCG employees.

**Action item:** Patti will convey this message to the Commissioner

Hélène stated that we recognized the differences in cultures, hence the three perspectives, sector, regional and CCG. We looked at what was common to all DFO and CCG that could be address through a national committee.

Patti noted that as they drill further down into the data, the department looks forward to and welcomes the participation of bargaining agents when actions of interest arise for their members.

The next survey is scheduled for September or October of 2010. The one that was to be held prior has been cancelled.

#### **Item 4 – Health of HR**

This document is produced annually. The full document of 130 pages will be but up on the intranet once there has been concurrence between the French and English versions. Patti gave an overview of the re-structuring of work to focus on people management.

UCTE pointed out their concern with the increasing use of casuals instead of making terms employees indeterminate. They also requested separate numbers for CCG grievances.

UEW was concerned that the Health of HR document is very cumbersome. How can front line managers deal with their daily requirements versus the global expectations of the department? This has to be examined more closely.

**Action item:** Labour relations is to provide UCTE with a report on CCG grievances.

December 2009

**Item 5 – Disciplinary Case in Pacific Region**

This item was withdrawn by CCMG as not being the appropriate forum to discuss this. It will be re-directed to the regional UMCC.

**Item 6 – Lack of Information gathered at NPHSC**

UCTE withdrew this item and will re-direct to CCG UMCC

**Item 7 – Double Occupancy at the Olympic Games**

UCTE withdrew this item and will re-direct to CCG UMCC

**Item 8 – Classification**

George Thwaites presented a quarterly report on classification issues and provided examples of the progress being made.

UCTE noted that their issues are always with respect to redress. They would like to avoid regional involvement in job content grievances dealing with national models because changes can only be made at the national level. The department needs better communication around transferring that information down to the managers. They would also like to look at dealing with issues at the final level through mediation rather than waiting until adjudication.

George welcomes having a separate conversation around what the issues really are prior to developing random solutions.

PIPSC indicated that there needs to be a communication tool to explain what and when employees have grievance rights and the differences between job content and classification grievances.

**Point of clarification:** This communication tool currently exists on the labour relations intranet site accessible to all employees.

UEW had issue with the relativity aspect between a region and national model because the duties are different in smaller regions and areas than in national HQ. Need to recognize those differences in the models.

**Item 9– Bargaining Agents Union members contact information**

UCTE raised this issue with respect to the PSLRA order for the Employer to provide to the bargaining agents, the proper contact information for members in the event of strike vote preparation. It is the responsibility of the Employer and not the members to directly contact the union. This floods the union mailbox and is in violation of the order.

Scott Levac explained that the information from our systems is uploaded to Public Works who is responsible for forwarding that information on to the bargaining agents.

December 2009

**Action item:** Notice to employees to update their contact information in PeopleSoft so that the information uploaded to Public Works is correct.

**Round Table / Closing Remarks**

Joy Thomson of the CMSG would like at a later meeting, an update on any initiatives regarding attraction and retention. This is of grave concern to the Guild.

**Action item:** Patti will send this message on to the Sector and Coast Guard UMCC to make this an agenda item for everyone.

- Patti will provide a 5-10 minute debrief of this meeting at the NUMCC

DRAFT

December 2009

**IN ATTENDANCE / PRÉSENTS :**

**DFO HUMAN RESOURCES UNION/MANAGEMENT CONSULTATION COMMITTEE  
COMITÉ DU RESSOURCES HUMAINES DE CONSULTATION PATRONALE-SYNDICALE AU MPO**

**Monday, November 16, 2009 / Lundi le 16 novembre 2009**  
Les Tours Centennial Towers, 200 rue Kent Street  
Room / Salle Peter Mitchell

**MANAGEMENT / GESTION**

<b>NAME / NOM</b>	<b>TITLE / TITRE</b>	<b>RESOURCE PERSON / PERSONNE RESSOURCE</b>
<b>Patti Kuntz</b>	Director General, Human Resources / Directrice générale, Ressources humaines	Diane Roby 990-0072
<b>George Thwaites</b>	Director, Labour Relations / Directeur, Relations de travail	Carole Gauthier 990-0030
<b>Hélène Leblanc</b>	Director, Learning and Recognition / Directrice, Apprentissage et reconnaissance	
<b>Sue Molinski</b>	Director, Executive Groups Services / Directrice, Service au groupe de la direction	
<b>Joe Grebenc</b>	A/Director, Staffing and Recruitment / Directeur, int., Recrutement et Dotation	
<b>Cathryn Taubman</b>	Director, Human Resources Programs Directrice, Programmes des Ressources humaines	
<b>Bernard Potvin</b>	Director, Corporate Compensation Directeur, Rémunération ministérielle	
<b>Scott Levac</b>	Director, HR Management Systems / Directeur, Systèmes de gestions des RH	
<b>Irene Arkorful</b>	National Team Leader, Labour Relations Programs / Chef d'équipe national, Programmes des relations de travail	
<b>Camille Jolicoeur</b>	Labour Relations Advisor / Conseillère en relations de travail	
	<b>UNIONS / SYNDICATS</b>	
<b>Christine Collins</b> (613) 238-4003	National President, Union of Canadian Transportation Employees (UCTE) / Président national, Union canadienne des employés des transports (UCET)	Lira Buschman (613) 238-4003
<b>Joy Thomson</b> (613) 829-9531	National Secretary Treasurer, Canadian Merchant Service Guild (CMSG) / Secrétaire-trésorière national, Guilde de la marine marchande du Canada (GMMC)	
<b>Robert Loiselle</b> (613) 728-0695	Executive Vice President, Association of Canadian Financial Officers (ACFO) / Vice-président exécutif, L'association canadienne des agents financiers (ACAF)	

December 2009

<b>Jim McMillan</b> (613) 228-6310	President, DFO National Consultation Team, Professional Inst. of the PSC (PIPSC) / Président de l'équipe de consultation, Institut professionnel de la FPC (IPFPC)	
<b>Allison Burke</b> (613) 993-2056	PIPSC Representative/ Représentant de l'IPFPC	
<b>Dan Dawson</b> (902)-219-3221	President, International Brotherhood of Electrical Workers (IBEW) / Président, Fraternité internationale des ouvriers en électricité	
<b>Bertrand Myre*</b> (613) 236-9181	Labour Relations Officer, Canadian Association of Professional Employees (CAPE) / Conseiller en relations de travail, Association canadienne des employés professionnels (ACEP)	
<b>Martin Grégoire*</b> (418) 387-3128	President, Canadian Auto Workers (CAW) / Président, Travailleurs canadiens de l'automobile (TCA)	
<b>Paula Dignan</b> (613) 736-5533	Service Officer, Union of Environment Workers (UEW) / Agente fonctionnelle, Syndicat des travailleurs de l'environnement (STE)	

\*not attending

DRAFT