

**Natural Resources Canada (NRCan)
Corporate Management and Services Sector (CMSS) Labour-Management Consultation
Committee (LMCC) Minutes
May 6, 2010, from 10:00 a.m. to 12:00 p.m.**

CHAIR

Bill Merklinger, ADM, CMSS and Chief Financial Officer

NRCan MEMBERSHIP

Bill Merklinger, Assistant Deputy Minister, CMSS and Chief Financial Officer

Margaret Ahearn, A/Director General, IMB

Brian Tilley, A/Executive Director, RPEMD (Trevor Bergh acting)

Thérèse Roy, Director General, FMB (Ken Hayman acting)

Monique Paquin, Director General, HRSMB

Brian Seaby, Executive Director, SSO

Marie-Pierre Jackson, Director, HRSS, SSO

Bargaining Agents MEMBERSHIP

Claudia Thompson, National President, NRU, PSAC

Marie-Claude Chapman, Assistant to the President, NRU, PSAC

Mike Martin, NRU, PSAC

Carrie Bolton, President Local 70082, NRU, PSAC

William Pynn, National President, UEW, PSAC

Manon Desormeaux, Service Officer, UEW, PSAC

Daryl Hoelke, UEW

Scott McConaghy, PIPSC

Roy Prokopuk, PIPSC

Karyn Ladurantaye, Employment Relations Officer, PIPSC

Patrice Lascelles, PIPSC

Genga Muttiah, PIPSC

Sylvain Lapierre, ACFO

Ming Mei Pan, ACFO

Carol Fairbrother, President Local 520, CAPE

Galina Obolenskaia, Vice-President Local 520, CAPE

Elizabeth Walsh, CAPE

Allan Howatson, Director Local 520, CAPE

Observers

Nathalie Leblanc, Manager, LRVEU, HRSMB

Kevin Montgomery, Director, Management Operations, SSO

Absent

Brian Tilley, A/Executive Director, RPEMD
Mike Martin, NRU, PSAC
William Pynn, National President, UEW, PSAC
Daryl Hoelke, UEW
Karyn Ladurantaye, Employment Relations Officer, PIPSC
Genga Muttiah, PIPSC
Carol Fairbrother, President, CAPE
Galina Obolenskaia, Vice-President, CAPE
Elizabeth Walsh, CAPE

Recording Secretary

Michelle Kavanagh, Senior Human Resources Advisor, HRSS, SSO

ACRONYMS and ABBREVIATIONS

ACFO	Association of Canadian Financial Officers
CAPE	Canadian Association of Professional Employees
CMSS	Corporate Management and Services Sector
DM	Deputy Minister
DMC	Departmental Management Committee
FMB	Financial Management Branch
HRSMB	Human Resources and Security Management Branch
HRSS	Human Resources Services and Systems
IMB	Information Management Branch
LRVEU	Labour Relations, Values and Ethics Unit
NRU	Natural Resources Union
PIPSC	Professional Institute of the Public Service of Canada
PSAC	Public Service Alliance of Canada
RPEMD	Real Property and Environmental Management Division
SSO	Shared Services Office
UEW	Union of Environment Workers

May 6, 2010, from 10:00 a.m. to 12:00 p.m.

Item	Subject	Decision/Action
1.	<p>Welcome Participants</p> <p>The Chair, Bill Merklinger opened the meeting at 10:00 a.m. and informed those present of a few changes to the membership. Marj Akerley has left NRCan for a position at Treasury Board and Margaret Ahearn is acting in the CIO position. Ken Hayman is in attendance for Thérèse Roy who is currently away from the office for an extended period of time.</p>	
2.	<p>Approval of Agenda and Minutes</p> <p>The November 19, 2009, LMCC minutes were tabled.</p> <p>Follow-up items from the previous meeting on today's agenda include:</p> <p>Parking Update SSO-IT Service Desk Appraisals and Learning Plans EMT Internal Job Bank</p> <p>PSAC indicated that it wished to add an agenda item regarding Staffing and the establishment of pools.</p>	<p><i>Minutes adopted as tabled.</i></p> <p><i>Agenda adopted with one addition</i></p>
3.	<p>Parking Update</p> <p>PSAC requested an update on the Booth Street Remediation Project and the parking rate increase. Kevin Montgomery, Director, Management Operations, SSO reported that Booth Street Remediation is on track and the parking permits will be reinstated in June. Future work includes the deconstruction of 401 Booth and 100 parking spots will be relocated. The new parking guidelines are also in effect. Parking will now be managed by a private contractor and employees will be charged at market value. Privatization will occur once the remediation project has been completed (approx. April 2011).</p>	
4.	<p>Felix/SAP</p>	

	<p>Bill Merklinger provided an update on the renewal of NRCan's systems and tools. PeopleSoft 8.0 is being upgraded to version 8.9 and GFS is being replaced by Felix/SAP. TB approval was received March 25th and NRCan has signed an MOU to join the Agriculture cluster. The system is expected to go live April 2011.</p>	<p><i>Management to undertake a review of the other available modules in SAP to determine if they would be worthwhile implementing (i.e. the statistics module.)</i></p>
5.	<p>SSO-IT Service Desk</p> <p>PIPSC requested an update regarding the review of the SSO-IT Service desk (out-sourcing vs. in-sourcing). Brian Seaby responded that the current contract expires March 31, 2011 and NRCan is currently finalizing the business case which analyses the 3 options available (out-sourcing, in-sourcing or a combination). A decision is expected in the Summer 2010. Consultations are currently on-going.</p>	
6.	<p>Appraisals and Learning Plans</p> <p>PIPSC requested that this item be deferred to the next meeting.</p>	<p><i>Agenda item for Fall meeting.</i></p>
7.	<p>EMT</p> <p>PIPSC requested an update regarding the system and expressed concern regarding its ease of use. Brian Seaby informed the group that PWGSC is retendering the tool with the current supplier for another 2 years. The issue surrounding field travel has been resolved and PWGSC is continually working with the supplier to resolve additional issues as they are identified. A new tool (TCP) has been launched to allow a travel claim for international travel through EMT.</p>	<p><i>To distribute note regarding TCP tool.</i></p> <p><i>Management to provide another update at the Fall meeting.</i></p>
8.	<p>Internal Job Bank</p> <p>PIPSC requested an updated regarding the feasibility of implementing this OEE pilot across all Sectors. Monique Paquin mentioned that this is an HR Renewal item and is being considered.</p>	<p><i>Management to provide an update at the Fall meeting.</i></p>
9.	<p>E-Payment</p> <p>PIPSC requested an update on the E-Payment unit. Brian Seaby informed the group that the unit is up and running. The group is comprised of an FI-02</p>	

	<p>manager and 5 CR-05 positions. As of June 1, 2010 all invoices will be sent to the unit electronically. Employees previously performing this function have been assigned different responsibilities.</p>	
10.	<p>Budget 2010</p> <p>PIPSC requested an update on the impacts of Budget 2010 on CMSS. Bill Merklinger advised that the Budget included some cost containment measures:</p> <ul style="list-style-type: none"> • Previous cap on travel, hospitality and conferences remains; • Contain operating budgets; • Salary increases to be absorbed. <p>It was also mentioned that a note from the DM was distributed to all employees emphasizing that NRCan would proceed in a balanced manner, continuing NRCan renewal, including hiring and staff training, while achieving expected cost containment measures.</p>	<p><i>Management to distribute note from the Deputy Minister</i></p>
11.	<p>Strategic Review</p> <p>PIPSC requested an update on the impacts of strategic review on CMSS. Bill Merklinger confirmed that 6 positions have been impacted; however, we are not in a WFA situation. The 6 positions will be reduced through natural attrition. CMSS will be undertaking some efficiencies (i.e. e-payment) and will be renewing departmental systems (i.e. Felix/SAP). Monique Paquin confirmed that the sector is actively recruiting.</p>	<p><i>Management to provide the retirement data for the next 3 years.</i></p>
12.	<p>Staffing and the Use of Pools</p> <p>PSAC expressed concerns regarding the manner in which pools are being established. A suggestion was made that consultations occur off-line regarding this item.</p>	<p><i>Management to organize a meeting with the bargaining agents regarding the establishment and use of pools.</i></p>
	<p>Roundtable</p> <p>Bill Merklinger asked members if they had any additional items to address.</p> <p>Allan Howatson submitted the following items:</p>	

“Item #1: Progress reports on action plans, WWB report

Preamble:

The January 2010 Workplace Well-Being Report (WWB) is an excellent piece of work. It is a good example of co-development, and the Appendices provide very useful statistics. Sections 3 and 4 of WWB list "areas requiring improvement." The HR Renewal web-page also states that "...the Department is committed to implementing meaningful actions plans to follow-up on PSES results..."

Request:

In the spirit of continuing co-development, CAPE requests that the CMSS-LMCC provide to its bargaining agent representatives, at least two weeks prior to each successive CMSS-LMCC meeting, a progress report on the action plans designed to address the areas requiring improvement as listed in Sections and 4 of the January 2010 WWB. It is further requested that the progress report provide sufficient detail to track progress on actions that address each issue arising from a "bullet" in that same section of the WWB report.

Item #2: Union recognition at new employee orientation

CAPE requests that, at future orientation sessions for new employees, the bargaining agents represented at NRCan be allocated, collectively, 5 minutes to present to the new employees, present in person or by teleconference, basic information on unions represented at NRCan, and the existence of collective agreements.”

Margaret Ahearn mentioned that the Information Management Policy was approved by DMC.

Engagement and training sessions will be provided for employees.

Roy Prokopuk requested an update regarding the issue of Research Scientists and their role as Adjunct Professors.

UEW raised the following items during the round table:

UEW observed that the only mention of the Union on the “Onboarding” website is under the “Core Entitlements”. UEW understands that there are

Request received for an update on the action plans developed in response to the WWB report 2 weeks prior to the Fall meeting.

Management to follow-up regarding bargaining agent participation in employee orientation sessions.

Management to share the deck that was presented to DMC.

Monique Paquin to follow up with PIPSC.

	<p>orientation sessions however they are not in the regions and we recommend to add a paragraph that would highlight more and that would explain the benefits of joining the union.</p> <p>UEW commented that meetings are occurring without all the Bargaining Agents being invited and as such we would like to be invited to all meetings as some concerns can be the same for all other bargaining agents.</p>	
	<p>Next Meeting</p> <p>Michelle Kavanagh indicated that the next meeting will be held in November 2010. However, it has been requested that it be moved to October 2010 to accommodate the Departmental LMCC.</p>	<p><i>The morning of October 7, 2010 is proposed for the next CMSS-LMCC. Co-chair to be identified.</i></p>

Bill Merklinger
Chair