

National Union-Management Consultation Committee (NUMCC)
June 9, 2011
Minutes

Present:

Agriculture and Agri-Food Canada (AAFC)

John Knubley	Deputy Minister
Andrea Lyon	Associate Deputy Minister
Jody Aylard	A/ADM Research Branch
Johanne Bélisle	ADM Human Resources Branch
Peter Bruce	CIO Information Systems Branch
Christine Burton	A/Executive Director, Rural & Co-Operative Secretariats
Pierre Corriveau	ADM Corporate Management Branch
Christiane Deslauriers	DG, Science Policy and Planning, RESB
Greg Meredith	ADM Strategic Policy Branch
Rita Moritz	ADM Farm Financial Programs Branch
Christian Pilon	on behalf of J. Merchant, ADM Agri-Environment Services Branch
Jodi Redmond	ADM Communication and Consultations Branch
Steve Tierney	ADM Market and Industry Services Branch
Belinda White	Corporate Secretary
Lisa Imbesi	Director General, Workplace Relations, HRB
Ceci O'Flaherty	Director, Labour Relations, Workplace Relations, HRB
Céline Tremblay	Principal Consultant, Labour Relations, HRB

Agriculture Union (PSAC)

Bob Kingston	President
Debbie Forsythe	First National Executive Vice-President
Denis Sicard	Second National Executive Vice-President
Fabian Murphy	Fourth National Executive Vice-President

Professional Institute of Public Service Canada (PIPSC)

Linnell Edwards	President, AAFC National Consultation Team
Catherine Keir	Vice President, AAFC National Consultation Team
Rob Hunter	Steward, AAFC – NCR

Canadian Association of Professional Employees (CAPE)

Yves Rochon	Labour Relations Officer
Salma Jaroudi	President, AAFC – NCR (Local 507)
Maurice Korol	Vice President, AAFC – NCR (Local 507)

Association of Canadian Financial Officers (ACFO)

Vicky Ringuette	Labour Relations Advisor and General Counsel
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Regrets:

Graham Barr	Chief Audit and Evaluation Executive
Louise Sénéchal	General Counsel and Executive Director, Legal Services

John Leduc
Mélanie Chenier
Howard Willems
Paul Cameron

Vice President, ACFO
Labour Relations Officer, PIPSC
Third National Executive Vice-President, Agriculture Union-PSAC
Assistant Business Manager, IBEW

Agenda Item

Summary and Action

Accountability

**1. Opening remarks
A. Lyon**

Summary:

A. Lyon expressed her appreciation for the commitment that all participants are dedicating to the union-management consultation process and to the joint committees that were established by the Department for devolution initiatives such as FIPD, Kamloops, and Vineland.

A. Lyon recognized that the coming years will provide challenges in the area of budget restraints but AAFC has already started to implement a broad approach to ensure budget issues are addressed globally. As well, she mentioned the changes to the travel and hospitality procedures and specifically the Department's international travel plan.

Information:

Change in Senior Management team:

- Johanne Bélisle is new ADM HR;
- Jody Aylard is A/ADM Research Branch; and
- Peter Bruce is attending his first NUMCC.

**2. Approval of Minutes
A. Lyon**

Union representatives expressed an interest in the progress of the Workload and Stress Working Group (WG) and the Occupational Health and Safety Policy Committee.

Union representatives indicated that to be in compliance with Section 15 of the Employment Equity Act we need to work collaboratively with the unions. It was suggested that the Employment Equity Working Group (WG) be reinstated as there was union representation on that WG.

Action:

Confirm members of Workload and Stress Working Group and provide an update/wrap-up on all 2008 PSES initiatives through AgriSource or at an HRUCC meeting.

Information:

Minutes were approved.

**3. Research Branch
Action Plan
following OAG
Report
J. Aylard
C. Deslauriers**

Summary:

The Office of Auditor General's Report focussed on the Research Branch's functions and activities and recommended that the Branch documents the way decisions are made. As a result, the AAFC Science and Innovation Strategic Action Plan was created with a five-year spectrum (2009-2013) and is updated on an annual basis.

The current updated S&I Action Plan includes:

- The Research Branch's mission and vision statements;
- Information from the Research Branch's HR Plan;
- Specific science priorities and management goals including the methodology behind establishing priorities and goals; and
- The resources allocated to these priorities and goals.

The S&I Action Plan also documents the Branch's direction and provides guidance to:

- Research Branch managers and science management staff;
- the Branch's science;
- other Branches at AAFC; and
- AAFC's stakeholders.

The Branch will also be spending more time on gap analysis to get a better idea of HR needs, facilities, and budget requirements. At the end of this fiscal year, an analysis will be made between what the Branch has and what it needs.

Furthermore, much emphasis will be placed on developing a more meaningful Performance Management Framework and HR Plan, including the Leadership Development Program.

Research Branch is developing a specific performance program for GLs; identified a Branch champion; worked with HR to form a central learning plan which is comprised of training information from all Research Centres.

Agriculture Union indicated they would be interested in seeing the form and having more in-depth discussion on the performance management initiative for GLs.

Action:

Provide Agriculture Union Representatives with form for GL EPARs and consult on performance pilot project through HRUCC.

ADM RESB

**4a. FIPD and Provincial
Delivery of
AgriStability
R. Moritz**

Summary:

Since the last update provided during the November 2010 NUMCC, FFPB has worked closely with the AAFC WFA-ADI committee to develop an augmented strategy which was launched on January 26, 2011. The strategy primarily involves making WFA Options available to surplus employees. These options were Transition Support Measures, Education Allowance, as well as Alternation.

These additional WFA options were very successful. A total of 57 employees selected one of the options.

Of the other 144 surplus employees, to date, 51 have been placed within AAFC or other government departments; 20 employees transferred to BC or Saskatchewan; and 14 either retired or left government for other reasons.

As of June 1st, only 2 surplus employees remain to be placed (one in Regina and one in Winnipeg). We continue to work closely with the employees, Human Resources, and the Public Service Commission to ensure they find alternative employment.

We will hold a final meeting with the WFA-ADI Committee to review lessons learned. The meeting is tentatively scheduled for June 16th.

**4b. Mentoring Program
J. Bélisle**

Summary:

An update was provided to Human Resources- Unions Consultation Committee (HRUCC) in November 2010 and much progress has been made since that time.

The National Mentoring pilot was launched in September 2010 and, although it was expected that only 35 matches would be made, 53 mentor-associate pairs (106 participants) were successfully matched.

The program forms part of the Branch's commitment to employee development and is in support of the 2009-2012 HR Plan. It also supports the Public Service Renewal pillars of Employee Development and Renewing the Workplace.

The pilot program primarily targeted associates from Employment Equity groups. Attention was taken to ensure a balance between regional and NCR participation and presently 43% of the participants are from the regions.

Feedback to date has been highly favourable.

According to mid-term evaluations:

- 76% of the associates have found the mentoring relationship useful or very useful in developing their personal/professional confidence;
- 97% of the associates say the mentoring relationship is meeting their career development needs;
- 97% of both mentors and associates rated the overall mentoring relationship very highly (good or very good).

A roll out plan is currently being developed and Departmental Management Committee approval will be sought in the summer, with an expected launch date of fall 2011.

Action:

Further updates will be provided through the HRUCC.

**5. Departmental
Priorities
J. Knubley
A. Lyon**

Summary:

AAFC's Departmental Priorities were created to support the realization of its departmental vision and its three outcomes: an environmentally sustainable, competitive, and innovative agriculture.

The strategic outcomes provide a foundation for the timely implementation of the Deputy Minister's responsibilities from the Clerk of the Privy Council including the Weatherill recommendations.

Growing Forward 2 (GF2) continues to be a major focus of in 2011-12 as we work to develop a long term direction for the sector and secure PT endorsement but it is much too early to project HR impacts as a result of this initiative. The two key drives of GF2 – Innovation and Institutional and Physical Infrastructure – also emerged as being central to the continuing success of the industry in the years ahead.

In terms of competitiveness, the profitability of the agriculture sector is dependent on maintaining and expanding market access for Canadian agriculture and agri-food products abroad. The Department is working to advance Canada's interests through bilateral trade negotiations by working to implement existing Free Trade Agreements and by engaging in current negotiations, including the EU, India, and Morocco.

The Department has already undergone one cycle of Strategic Review. Now departments across government have been asked to undertake a Strategic Operating Review and present 5% and 10% reduction scenarios including reductions to operations and programs. The process is still being worked out and, although the Department anticipates reviewing all of its programs, nothing will be decided until direction is received from the Treasury Board.

The Department will ensure due diligence when preparing its scenarios; however, having just completed one cycle of Strategic Review and having made reductions accordingly, we are well positioned.

The Department will continue to have and execute its business priorities.

6. Roundtable

Engagement Initiative J. Redmond

Summary:

Now is a good time to engage employees in open and frank dialogue on the future and the focus of the Department.

Over the summer and fall, AAFC staff will have many opportunities to contribute to these conversations through several initiatives underway or soon to be launched:

- Service Excellence;
- Knowledge Management;
- Growing Forward 2; and,
- The Public Service Employee Survey.

These efforts are directly related to the departmental priorities; they will allow employees to contribute to our work in these areas, and will provide us the information we need to complete three key elements later in the year:

- a modern agriculture storyline,
- a set of attributes of a knowledge-based organization, and
- a refreshed vision/mission statement.

With these exercises in engagement and the development of these foundational pieces, the Department is hoping to set a common purpose and a shared vision for its future direction.

A web site and new communication tools are being developed to help pull these initiatives together and to support us all in engaging employees.

Next meeting

Next meeting date will be confirmed and scheduled.

ADM HR