

**Record of Decisions
National Workforce Adjustment Consultation Committee (NWFACC)
Meeting held on August 15, 2012**

Item	Responsible for follow up action
<p>1. Assets Disposal</p> <p>M. Falardeau briefed the unions on major steps that federal departments need to go through before closing a site. Among other things, an environmental assessment needs to be conducted, the heritage aspect of the facilities needs to be taken into consideration for any building older than 40 years, and viable business plan needs to be approved by the relevant stakeholders. Depending on the site, ownership of the property is a consideration; for example, if there are First Nation rights or treaties, if the building is classified, and/or if the disposal will be strategic or routine. The process can take many months and/or years. Until we have disposed of a site, the department is required to maintain the property as per municipal rules including such things as mowing the lawn, and maintaining the roadway to ensure the fire department has access to building(s).</p>	<p>No follow up action</p>
<p>2. Agenda approval and Review of Records of Decisions for July 18, 2012</p> <p>Record of Decisions approved.</p> <p>Follow-up action: Agenda item submission form (item 8) will be sent to unions before the end of this week. <i>(Completed August 23, 2012)</i></p>	<p>C. O'Flaherty</p>
<p>3. Report on data of affected employees</p> <p>Data on WFA situations (opting employees, placements, SERLO processes, departures, alternations), an overview of affected employees by unions, and lists with WFA status changes for affected employees was provided to union representatives one week prior to the meeting.</p> <p>An overview of the situation and the selection made by employees whose opting period ended on August 9 was also provided to participants. Of the 261 employees notified of opting status on April 11, significant progress has been made and 219 have been resolved:</p> <ul style="list-style-type: none"> • 72 will remain in the Public Service (45 have been appointed to positions within AAFC, 27 appointed to positions within other government departments) • 147 have selected a form of TSM payment 	<p>No follow up action</p>

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<p>From this first group, there are 42 unresolved situations, 34 have been declared surplus, and 8 for which the status is unknown as we have not yet received their opting forms.</p> <p>Summary of information by bargaining agent representation will be sent by e-mail to each union by the end of this week. <i>(Completed August 21, 2012)</i></p> <p>Updated lists of affected employees and status will be sent to each union next week. <i>(Completed August 21, 2012)</i></p> <p>Information on the status of employees who received an opting letter on April 30 will be provided at the next meeting.</p> <p>Data on the alternations was provided. AAFC has completed 80 alternations to date. A total of 245 alternations have taken place across the Public Service. Of the total number of affected employees in AAFC, 45% of those wishing to alternate were able to do so.</p>	<p>L. Kuhl</p> <p>L. Kuhl</p> <p>J. Bélisle</p>
<p>4. Update on WFA committees</p> <p>As of August 8, 2012, local, regional and branch committees have held 60 meetings. Committees for Saint-Jean-sur-Richelieu and Kapuskasing have had their last meeting in July and will not meet again as agreed by the members of the committee.</p> <p>The Agriculture Union representative indicated that there was some frustration as some managers don't attend the meeting and don't send a replacement. Unions are invited to communicate any specific issues to Ceci O'Flaherty.</p>	<p>Unions representatives</p>
<p>5. Issues submitted by Unions</p> <p><u>Unions should have a list of all the successful alternations</u></p> <ul style="list-style-type: none"> • Agriculture Union would like to have a list with names and location of all employees who have been appointed to AAFC as a result of alternation. This list should include people from outside AAFC who had been appointed to AAFC to ensure that all employees are represented in the appropriate way. 	<p>No follow up required</p>

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<ul style="list-style-type: none"> • Information regarding new employees is communicated to union on monthly basis through the pay system. Also the updated lists of affected employees that are sent to unions every month provide information on appointment and indicate if appointment is either with AAFC or within PS. <p><u>Unions would like to be notified if/when the employer has denied an alternation</u> AAFC is not tracking this. There is no requirement under the WFA directive and appendices to the collective agreements to provide this type of information.</p> <ul style="list-style-type: none"> • As mentioned at previous meetings, if there is an issue that has not been resolved, union representatives are invited to send unresolved issues with specific information to the umc.csp@agr.gc.ca. <p><u>Shouldn't any/all vacant positions be used to staff priority-status members? Agriculture Union would like to have a list of all vacant positions and to be informed of the plan for these positions.</u></p> <ul style="list-style-type: none"> • AAFC has put in place a mechanism to ensure that AAFC staff is considered before staffing externally. A document showing all staffing actions that require Horizontal Management Committee's approval has been sent to unions on August 14. • At this point, it would be very difficult to provide an accurate list of all vacant positions and the staffing plan for these positions. With major reorganization that some branches are going through, there may be some vacant positions which will no longer be required. <p><u>Option C - Education allowance. The unions are requesting that the appropriate wording of "recognized learning institution" be used consistently and want to know what AAFC communication strategy will be to employees.</u></p> <ul style="list-style-type: none"> • At the Science and Technology WFA meeting, unions were informed that a document regarding option C and Education allowance has been prepared by HR. The document indicates that the educational/learning institution must be "accredited and recognized". AAFC will ensure to use the proper language as it relates to recognized learning institution consistently. 	<p style="text-align: center;">Union representatives</p>

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<ul style="list-style-type: none">• Also, union representatives requested to receive the communiqué in order to be able to review and comment on it before it is distributed to employees. Communiqué will be sent to union representatives for their comments as soon as available. (Completed August 23, 2012)	L. Kuhl to inform and remind Staffing

NEXT MEETING

The date of the next regularly meeting has been confirmed for September 11, 1:00 – 3:00 p.m. at 560 Rochester St. Room 23.