

National Joint Employment Transition Steering Committee Meeting

March 21, 2012

President's Boardroom, 1400 Merivale Road: 3:00 p.m. to 5:15 p.m.

Participants:

CFIA

Mr. George Da Pont
Ms. Mary Komarynsky
Mr. Neil Bouwer
Dr. Martine Dubuc
Mr. Gérard Étienne (**Chairperson**)
Ms. Pamela Larocque
Ms. Kathryn McElhone
Ms. Nancy Darling

PSAC

Ms. Meraiah Krebs
Mr. Bob Kingston
Mr. Fabian Murphy

PIPSC

Dr. Ann Allain
Ms. Mélanie Chenier
Mr. Alan Messner

Mr. Da Pont discussed the potential sequencing of events / communication following the budget. He has been advised that the Office of the Chief Human Resources Officer (**OCHRO**) is expected to brief the National Unions on March 30, 2012. He would like to have the next Joint Employment Transition Steering Committee Meeting on April 2, 2012. This would be followed by a detailed message to employees later that week. These dates are subject to change.

1. Minutes of February 27, 2012 Meeting

Outcome: Approved as written.

2. Draft Terms of Reference

Action Item: PSAC and PIPSC to provide the name of the Union Co-chair.

Outcome: Approved and will be posted on Merlin.

3. Selection for Retention Process

Action Item: The Unions were invited to provide suggestions for the external observers described in Appendix 1. Management will share the names of those selected once decisions have been reached.

Outcome: Process approved and will be posted on Merlin with the following modification to Section 2.2., page 4 of 5 (second to last bullet). *“Where possible and desirable a test will be applied, particularly for generic-type positions. Once approved, the test will be standardized and applied consistently across the same job level and group (e.g. AS1) across CFIA.”*

4. Priority for Appointment Policy

Clarification:Section 2.2: Discussion took place regarding the “to” in the first sentence. It says that “The consideration of individuals with priority status applies to all appointments and assignments to or within the Canadian Food Inspection Agency.....” The word “to” is appropriate as it ensures that individuals from within CFIA with priority status would be considered before any appointments and assignments from outside or within the CFIA.

Action Item: HR will look into the technology available to provide e-mail notification to laid-off employees (including details of posters) so they can apply on CFIA selection processes as if they were still an employee of CFIA. The Committee will be provided with an update.

Action Item: Section 2.2: The exceptions listed include assignments and appointments for a period of four months or less (e.g. individuals with priority status would not be considered for those positions). It was agreed this would be changed secretarially. The policy will now be changed to reflect that management will need a clearance number for any appointment over 1 month.

Outcome: Policy was approved and will be posted on Merlin.

5. Employment Transition Grievances

Outcome: An accelerated grievance process has been agreed upon. An MOU will be prepared.

6. Employee Support

Action Item: It was agreed that Union and Management would jointly present the Employment Transition Information Sessions for Employees. It is anticipated that the next round of training will start the week of April 10 and we encourage the Union to provide names of potential trainers.

Action Item: HR will provide the Unions with a copy of the training material.

Outcome: A suggestion was made to provide employees with information on post-employment Conflict of Interest. The National Joint Council site has materials from the Career Pathways course which was developed and delivered jointly by Union and Management.

Next meeting will be held on April 2, 2012 from 9:00 a.m. to Noon. It would be beneficial if Committee members were to attend in-person.

Gérard Étienne
Vice President, Human Resources

Date

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