

Final Minutes

National Union/Management Consultation
Canadian Grain Commission & Public Service Alliance of Canada
6th Floor Large Boardroom, 303 Main Street
Winnipeg, Manitoba
October 13, 2011 - 9:30 a.m.

Present: Gord Miles, Bob Kingston, Teri Friday, Sylvie Rochon, Peter Burnett, Sandy HayGlass, Jacqueline Pearce, Jim Stuart, Michael Parker Acting/ Director of HR, Jim Ball, Denis Einhorn, Colin Van Haar, Rick Eisele, Patrick Chandler, John Rossol, R nald Boulianne

Observer: Colleen Link

Note Taker: Yolande Le Qu r 

9:30 Welcome by co-chairs

1. Opening Remarks

Gord Miles, Bob Kingston, Jim Stuart

Meeting was chaired by Gord Miles.

Chief Commissioner Elwin Hermanson provided members with an update on issues the organization is facing: User Fees; Deficit Reduction Action Plan (DRAP); Proposed changes to CWB and what impact this will have on the CGC.

He noted that the CGC is quick to remind stakeholders that we are focused on Grain Quality Assurance and we will continue to do that no matter what changes are made to the CWB. Commissioners are very aware of the stressful conditions our staff are faced with and that things have been difficult for both management and employees, particularly with the overtime issues. "This is something we look to this committee to discuss and ensure a worklife balance", he noted. "This is a challenge for us and I encourage you to work constructively together to work on finding a common ground for the good of all." Mr. Kingston noted that consistent with what was said at the Leadership session we're at the tipping point due to work load and overtime. A number of people have sought for medical accommodations which impacts other staff and these situations are leading to burn out and grievances. Mr. Hermanson noted that there are constraints within the bargaining units and other constraints that do not allow us to easily deal with these situations, however the CGC will do its best to accommodate.

Chief Commissioner Hermanson noted that government still has the modernization of the Canada Grain Act on its agenda. The Union President noted that he had a meeting with the Minister and put the CGC as an option for inward weighing and inspection on the table and he indicated that the Union would appreciate a 'heads up' if/when these discussions take place.

2. Review of Minutes from April 13, 2011 and Business Arising

Bob Kingston, Jim Stuart, Teri Friday

Members reviewed and approved the April 13, 2011 NUMC minutes.

Business Arising

Concern was raised in the last minutes (item 6) with respect to Chris Foster working on the 24/7 Staffing Model initiative while being a Union member. Question was asked if there is a manager working with him on this. The Director of Industry Services noted that Jim Ball is working on this initiative from the management side. Chris is the lead for identifying models and Jim Ball is providing direction (along with Denis Einhorn) in this regard. It was noted that it might be a good idea to get the union members involved in the research as well given that this is how we have collaborated on projects in the past. Management will follow up on this.

<p>3. Financial Statements – Period 5 & Volumes Forecast/Actuals</p>
<p>Gord Miles, Jacqueline Pearce, Bob Kingston, Jim Stuart</p>
<p>Members were provided with a brief overview of the financial statements up to August 2011. The CGC is projecting revenues of \$76.03M . With respect to expenses, we are projecting \$81.3M which is down slightly from what we had budgeted. Grain volumes were projected at 50.5M tones but current pace is for 55.29 M tonnes. Union president inquired as to what percentage of the overtime costs are covered and Director of Industry Services noted that it is a relatively low percentage. Union inquired about if the CGC has considered looking into a 'specified service account' like the one being used by shippers? Director of Industry Services noted that any contract work that we do is fully cost recovered but that a 'specified purpose account' is new to him and would have to be looked at in order to determine if it is possible. Union will provide an explanation off table of the process.</p>
<p>4. Informal Conflict Management System (ICMS)</p>
<p>Gord Miles, Christine Rogers, John Rossel, Teri Friday, Jim Stuart, Michael Parker, Peter Burnett, Bob Kingston, CV, Jim Ball</p>
<p>Christine Rogers was present for discussion on this item. Members were informed of the evolving role of the peer support team members across the country and the fact that we are coming up to 5 years from when the first group was trained. This is a good time for a review in terms of peer support and it was proposed to establish structure similar to NOSH and OSH process.</p> <p>Extensive discussion took place and Christine Rogers was asked to prepare the Terms of Reference, Financial costing and number of people in order for NUMC members to review and consider.</p>
<p>5. New Crop Quality Update</p>
<p>Jim Stuart, Denis Einhorn, Chris VanHar, Peter Burnett, Bob Kingston, Patrick ,Jim Stuart, Teri Friday</p>
<p>Members were informed that the new crop is a better looking than last year's crop which is good news for producers. There has been talk about ergot issues and members were inquiring about if any other issues have been identified. It was noted that the harvest is still progressing in Alberta and it has been pretty wet so there might be some possibility of other grading issues.</p>
<p>6. Update on 11/12 and 12/13 Strategic Initiatives</p>
<p>Gord Miles, John Rossel, Teri Friday, Bob Kingston, Jim Stuart, Colin Van Haar, Peter Burnett</p>
<p>Members were provided with a brief overview of the 2011/12 and 12/13 Strategic Initiatives as presented at the Leadership session.</p> <p>Questions:</p> <p>Hazard Analysis Critical Control Points (HACCP) Initiative: Are we set internally to deal with - the response was yes.</p> <p>Mycotoxins Initiative: Will there be any effect on how fast we can implement this? The response was no, it is what we would expect.</p> <p>One Operational Group: What was the decision in this regard? Decision was not to proceed, the Union president noted that it had been made clear from the onset that until the job classification had taken place this would not be moving forward, and he did not agree that anyone was misled in this regard, communication had always been very clear. The Director of Industry Services noted that it was more the managing of expectations and that we has tried to be very clear throughout the whole process.</p> <p>Comments: It was noted that the pilot project on Multiple Car Unloads in Prince Rupert is not to evaluate quality assurance (weighing), it is focused on quality assurance (inspection). It was noted that the pilot project is going until March and then the will be evaluated and a decision will be based from that point forward. Regarding the certified sampler program, the Director of Industry Services noted</p>

that under CIPRIS we use accredited service providers to audit the companies. This same concept will be used to audit the ACSP and CCSP programs under the supervision of the PVA Program.

Questions and comments that were raised regarding the 2012/13 Strategic Initiatives.

Vancouver 24/7 Initiative:

Union stressed that collaboration from the start will work best in this regard to review options together.

Comments:

Regarding Awareness of the CGC, COO noted that John Rossel should speak to the manager of communications (Remi Gosselin). The Director of the GRL noted that we should also do a bulletin on the annual harvest sample process because it also helps with standards.

It was noted that we used to have Education in the Classroom and maybe consideration should be given to have this come to life again. The Union president noted that the Western Producer has articles on the CGC but very few articles about explaining certain issues from a Commission perspective. The Director of the GRL noted that we are currently working on having a GRL newsletter that will be focused on Harvest Science and that this newsletter will be available for trade shows. The newsletter will be brought forward at the Western Standards at the beginning of November. COO noted that Commissioners are also doing a lot of presentations in an effort to raise awareness.

7. Annual Review of Terms of Reference

Gord Miles, Michael Parker, Bob Kingston

COO noted that as per our Terms of References, we will do a full review at our October 2012 NUMC session. It was noted that the Joint Learning Program provides both management and union facilitators for UMC sessions and we should look at what they deliver.

8. Pay Administration

Michael Parker, Bob Kingston, Teri Friday, JP, Sylvie Rochon

Union members questioned how the moving of pay administration to Miramichi will impact the CGC? The acting Director of Human Resources noted that the CGC pay goes through AAFC and they have requested that they not be included in the first wave. The earliest for this to take place would be 18 months from now and progress is slower than anticipated. Pension has now been centralized and going through Public Works.

The Union president noted that one of the problems is the reduction of the Compensation work force by one third and we will not get the services we are getting now.

9. Overtime – Union

Gord Miles, Bob Kingston, Jim Stuart, Teri Friday, Denis Einhorn, RB, Patrick, Renald Boullianne, Michael Parker

This item was discussed earlier; however, the Union president would like to further explore the possibility of having reserves or casuals on call for smaller locations to help address the overtime issue. The Director of Industry Services noted that we are certainly well aware of the situation and what the managers are doing in an effort to handle the situation. We are considering the development of a pool however the problem is keeping the skill set that is required to do the work. COO noted that the idea as we move forward is to look at a reserve list but there is serious competition for these skills. Union hopes that we will find a solution and work together around this so that employees do not miss important events in their personal life and that we continue to ensure work life balance. To address excessive overtime, IS management is considering a bag and tag system as an alternate way of delivering services.

The Union president also noted that at local UMC level it might be helpful to have a discussion on what the issues are and the barriers to fixing them.

COO noted that he will leave it to the Director of Industry Services to work with the Regional Management Teams and then determine how best to engage the union representatives.

10. Information about the Eastern Region
Gord Miles, Teri Friday, Jim Stuart, Renald Boullianne
Union members inquired about the possible moving of the office in Chatham. The Director of Industry Services noted that there has been no decision in this regard and the situation is still being looked into.
11. Accommodation
This was discussed earlier in the agenda.
12. Official Languages
Nil
13. People Planning
Gord Miles, Michael Parker, Colin Van Haar
Members were informed that in early September a message went out to all CGC staff informing them that the 2011-12 people plans were posted on staffNet. Along with people plans, employees can find the staffing strategies, four are identified: - 1 st filling senior and key positions in organization as well as certain 'acting' situations - 2 nd collective staffing and types of staffing processes - 3 rd employment equity representation and CGC goals to increase representation in order to close any gaps - 4 th Term employment - most entry level positions would be staffed as Term status Union president inquired as to who the Employment Equity chair was and it was noted that it is Bill Downward.
14. Employment Equity
Gord Miles, Michael Parker
Members were informed that at the last NUMC the Employment Equity chair provided members with a report. The Governance document has been amended and will be coming to EMC for approval. The EE Plan for the next three years is being worked on and should be completed for consultation by December. With respect to training initiative, we are hoping to leverage the JLP in this regard and see if they can tailor something for the CGC. These are the key initiatives being worked on by the Employment Equity committee.
15. Performance Development and Achievement Program (PDAP)
Gord Miles, Michael Parker
Members were provided with a brief update on the work that has been done on the Performance Development and Achievement Program (PDAP). The work that has been happening in Industry Services over last six months focused on the plan to implement PDAP in the working environment below the PI-03 level. This required collaboration between training, operations and waterfront supervisors. The program including training was approved in June by the Industry Services National management team, and training for supervisors has been rolled out in Western and will be rolling out in other regions.
16. Closing Remarks and Date of Next Meeting
Gord Miles, John Rossel, Bob Kingston, Jim Stuart
Exclusions: Members were informed by the Director of Industry Services that a complete review of all the excluded positions was undertaken and the listing was reduced from 43 to 33 positions. The Director of IS will provide members with the list. Date of next meeting: COO noted that we have tried to have the leadership with the NUMC to immediately follow, however due to 100 th anniversary next year, the Leadership has been moved to June therefore we are open for an April NUMC date. Wednesday April 18, 2012 was proposed as the date for the next NUMC meeting.

Action Items:	Responsible:
Item 2 - Review of Minutes from April 13, 2011 and Business Arising 24/7 Staffing Model (item 6) - Look into having a collaborative approach early involvement of union representatives.	Jim Stuart
Item 3 – Financial Statements Provide the Director of Industry Services with an explanation of the process for a 'specified service account'.	Bob Kingston
Item 4 – Informal Conflict Management System (ICMS) Prepare Terms of Reference, Financial costing and number of people that a National Peer Support Group would involve for NUMC members to review and consider.	Michael Parker acting Director of HR/Christine Rogers
Item 6 – Update on 11/12 and 12/13 Strategic Initiatives Provide Union with response on how often we do spot auditing.	Jim Stuart
Item 6 – Update on 11/12 and 12/13 Strategic Initiatives Speak to Remi Gosselin regarding the issue of Awareness of the CGC.	John Rossel
Item 8 – Pay Administration Identify Pay Administration as a standing item on the NUMC agenda.	Michael Parker
Item 16 – Exclusions Provide NUMC members with a copy of the exclusion list.	Jim Stuart

Next meeting Wednesday April 18, 2012 at 9:30