

# Final Minutes

# National Union Management Committee Meeting

September 14, 2005

9:30 AM

6th floor large boardroom

**Attendees:** Yves Ducharme, Gord Miles, Curt Elash, Alex Crane, Wolfgang Hackenbroch, Sylvia Prowse, Terri Friday, Rick Belivacqua, Jim Lowe, Ken Nash, Sharon McShane, Sandy HayGlass, Reg Gosselin, Richard Fortin, Diane Shapiro, Jim Stuart

**Regrets:** Peter Burnett,

**Observers:** John Rossol, Dennis Einhorn, Michael Parker

**1. Opening Remarks** **Gord Miles/Yves Ducharme**

Yves Ducharme, Gord Miles, Reg Gosselin, Sandy HayGlass, Curt Elash, Alex Crane

Yves Ducharme chaired this meeting.

The CGC's Chief Operating Officer congratulated Yves Ducharme on his re-election as the National President, Agriculture Union, Public Service Alliance of Canada and noted that the CGC is looking forward to working with him for the next three years.

Members were provided with an update of issues that have occurred since the last National Union Management Committee (NUMC) meeting.

1) It was noted that there will be a review of the *Canada Grain Act* as a result of an amendment to Bill C-40. Therefore, by August 1<sup>st</sup>, 2006 a report is due to Parliament on recommended changes to the *Canada Grain Act*. This review will be done by a consultant, however the consultant has not yet been appointed by the Minister. It is assumed that input from many sources will be sought, and the CGC specifically noted PSAC as one of the parties to be consulted.

2) CGC Premises - There are two issues related to 303 Main Street. An engineering company called Stantec has been hired by Public Works (PW) to do a functional needs study and it is expected that this process will be completed by the end of October. There is a second study occurring with respect to the concept of a Centre of Excellence. A number of members from the Cereal Research Centre, Canadian Grain Commission, Canadian International Grains Institute, Canadian Malting Barley Technical Centre and the Canadian Wheat Board formed a committee to study the Centre of Excellence concept and Myers Norris Penny has been hired to do the study. The objective of the study is to address the issue of determining if co-location makes sense for these organizations.

3) Members were informed that the CGC's funding situation is ongoing and operational adjustments have occurred in this regard. The CGC is presently working with Central Agencies as it pertains to its funding situation, however due to the review of the *Canada Grain Act* it is not expected that there are going to be any major changes for the next 2 – 3 years.

4) Members were provided with a heads up that at tomorrow's Leadership session the Management Accountability Framework (MAF) will be released for internal purposes and then posted on StaffNet. Members are asked to keep in mind that the document is one that will continually be revised.

5) It was noted that questions often arise with respect to inward inspection. A study will be done to look at the impact of inward inspection and weighing on producers and the industry.

Union members questioned as to who would be doing this review and it was noted that management does not know who will be doing the Canada Grain Act Review as it is an independent and comprehensive review. The study of the impact of inward inspection and weighing is being contracted to Meyers Norris Penny. Question was raised in order to determine how soon all of this would come to play if the result of the study is found to be negative? According to the *Act*, the review has to be done by August 2006, in order to change the legislation it is estimated that it would take from 18-24 months therefore realistically we would be looking at a minimum of 2-3 years. The Union president informed members that there is a mechanism in place for different bodies to make presentations to Parliament, and that the consultant will be consulting with both the Union and the CGC.

Clarification was sought in order to confirm if CFIA was part of the discussion that took place with respect to the Centre of Excellence, it was noted that they did not take part in these discussions.

**2. Review of Action Items Arising from Minutes June 21, 2004      Chairperson**

Action item 1 – Provide Matrix re training to national office - Done

Action item 2 –TAT training refresher course - Done

Action item 3 – Joint email message to CGC staff - This item is still pending. As per discussion at the National Union Management Consultation Committee meeting yesterday, a working group with members from the Union and Management will be put together to establish an email policy that is workable across the country. The following Union members were identified as representatives for this working group; Sylvia Prowse, Curt Elash, and the two management representatives will be assigned by the Chief Operating Officer.

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Assign two management representatives to the Email Use working group.	Gord Miles	September 30 <sup>th</sup> , 2005
Establish a CGC email policy that is workable across the country.	Union/Management Working Group	December 16, 2006

<b>3. Grain Volumes &amp; Financial Statements</b>	<b>Management</b>
Sharon McShane, Curt Elash, Gord Miles	
<p>Members were provided with a copy of the statement of operations and grain volumes based on July 31, 2005. It was noted that if the projected volumes are met then the CGC will be very close to matching revenue and expenditures. Discussions will be ongoing with the Centre with respect to our financial situation.</p> <p>Union members sought clarification with respect to the funding process with government and why we have to put forward requests. It was noted that an election is a factor when it comes to the submitting of funding requests in Supps B and because of the interim nature of our funding, CGC is continually faced with having to go to the centre to request more funds to continue operating. The CGC's surplus will be gone after this year.</p>	
<b>4. Inequities re pay levels within group of newly trained PI-02's</b>	<b>PSAC</b>
Ken Nash, Jim Stuart, Yves Ducharme	
<p>Management informed members that the issue of inequities regarding pay levels within a group of newly trained PI-02's was discussed at the regional level (Vancouver) however the local was not satisfied with the position taken. Therefore request was put forward to have this discussed at the National Union Management Committee level. It was noted that the issue of inequities in pay scales of the PI's and GL and roles of compensation is one that management has no control over. Union members noted that this is something that could be revisited with our cross-training exercise. Management suggested that further discussion on this item take place when we discuss the issue of "One Operational Group" in item 8 of today's agenda, it was agreed.</p>	
<b>5. Duties for PI-02's</b>	<b>PSAC</b>
This item will be discussed under item 8 of today's agenda.	
<b>6. Cross Training of PI-03's in weigh duties</b>	<b>PSAC</b>
Curt Elash, Ken Nash	
<p>Members were informed that both the Union and Management members have discussed this issue and no further discussion is required at this time.</p>	

**7. Leave Management Guidelines****Management**

Diane Shapiro, Sylvia Prowse

Members were informed that in order to address consistency with leave policy across the county; reduce grievances; promote transparency and manage the CGC financial liability the CGC identified the need to develop "Leave Management Guidelines". Management has drafted guidelines which have been discussed by managers in all divisions. Over the course of the summer, Michael Parker Human Resource Advisor has also consulted with PSAC (Agriculture Union national office) and the final draft of the leave management guidelines is now ready to be shared more broadly in order to have this put in final format.

Union members would like to send the final draft to members around this table in order to seek their feedback prior to finalizing these guidelines. An electronic version of the draft leave management guideline will be sent to Sylvia Prowse who in turn will seek Union member's comments.

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Provide electronic version of DRAFT "Leave Management Guidelines" to Sylvia Prowse for Union feedback.	Diane Shapiro	September 16, 2005
Seek Union members feedback regarding DRAFT "Leave Management Guidelines" and provide feedback to Diane Shapiro	Sylvia Prowse	September 30, 2005
Finalize "Leave Management Guidelines" for distribution to Canadian Grain Commission staff.	Diane Shapiro	October 31 <sup>st</sup> , 2005

**8. One Operational Group****Management**

Jim Stuart, Yves Ducharme, Sylvia Prowse

Management noted that the reason they have asked to have the issue of "One Operational Group" on today's agenda is a result of the concerns and issues they have been seen over the years with the cross-training initiative and with having two different occupational groups of employees working side by side. There are two collective agreements at present, one for PI's and one for GL's and the feeling is that it is now time to look at the possibilities of having "One Operational Group". Invitation is being put forward to the Union for discussion with management in order to work toward creating one operational group with the hope that when this is moved forward, it will benefit the whole organization. Union members were pleased to acknowledge their surprise since they have been talking about this for many years and they welcome the opportunity of working with management in this regard. It was noted that this issue is challenging for the union and that there is a need to have a preliminary discussion in order to gather a better understanding, develop a framework and establish a working group to co-develop this process.

**Conclusions:**

Union agreed to have Yves Ducharme and Sylvia Prowse meet with Gord Miles, Diane Shapiro and Jim Stuart on October 6, 2005 in Ottawa to have a preliminary discussion on the dynamics of establishing "One Operational Group".

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Yves Ducharme, Sylvia Prowse, Gord Miles, Diane Shapiro, Jim Stuart to meet to have a preliminary discussion on the issue of one operational group.	Yves & Gord	October 6, 2005
Establish working group (members of PSAC and Management) with the purpose of establishing a framework and timelines for the "One Operational Group" initiative.	Yves & Gord	November 18, 2005

**9. Public Service Modernization Act (PSMA) PSAC/Management**

Yves Ducharme, Diane Shapiro, Sylvia Prowse, Ken Nash

Union members would like to know where the CGC is going with the Public Service Modernization Act (PSMA)? Management noted that at present the CGC is working on both the PSEA and Informal Conflict Management System (ICMS). CGC is looking at things that can be adopted from other departments. There is a meeting on Friday morning (September 16, 2005) to determine where we are at and the intent is to work out a plan to have consultations with Union from the onset in this regard. It is the CGC's intention to ensure that we have the most transparent process in place that will work.

The implementation of the new Public Service Employee Act (PSEA) is premised on having a viable HR plan in place. This framework will be discussed at tomorrow's leadership session. There is a lot of work that remains to be done and priorities have to be set for December 31<sup>st</sup>, 2005. Union members informed management that they have had Elaine Massie as the union representative as part of the working group on PSMA at AAFC.

**10. Informal Conflict Management System****PSAC/Management**

Management provided an update with respect to Informal Conflict Management System (ICMS). Lots of research has been done to know what is required with respect to ICMS. Discussions have taken place with the Department of National Defense (DND) in order to determine what needs to be done to develop an ICMS plan. Human Resources would like to invite stakeholders to discuss the objectives of ICMS for an organization like the CGC. Intent is to build on the tools that are available in other departments to establish ICMS for the CGC. A working group could be developed to determine the work that will be required to rollout ICMS. Union members noted that the Agriculture Union represents employees in 8 different departments and they suggest that we try and get a similar process to avoid too many processes. This would be less confusing for the Union. Management noted that AAFC and DND both have an Office of Conflict Resolution (OCR) are departments that should be approached.

Union members noted that implementing something like this is going to be resource heavy and question is will the CGC have the required resources to develop ICMS. Management noted that this would depend on what we will want to achieve; what we will want to get out of it; where we will want to go and what type of ICMS the CGC will have. Management questioned what sort of costs we would be looking at and it was noted that we would be looking at the costs of setting up an office and required resources, etc. That is why it is important for the CGC to do what would make sense for its organization.

Stakeholders will be invited in the next couple of weeks to identify participants for this exercise.

**11. Follow-up from Consultation Forum****PSAC/Management**

Following are a few issues that would have to be addressed following yesterday's National Union Management Consultation Committee meeting:

1. Definition of Consultation
2. Finalize Terms of Reference
3. Review Email Policy
4. Conflict Management & Resolution
5. Date of next consultation meeting – December 16, 2005 with understanding that meeting would finish by 2:30 to allow for travel. Christine Rogers and Jocelyne Poirier are to be asked to facilitate

Next NUMC meeting will be in first two weeks of April 2006 - TBC