

**CANADA SCHOOL OF PUBLIC SERVICE
NATIONAL LABOUR MANAGEMENT CONSULTATION COMMITTEE**

**Minutes of
October 12, 2006 Meeting**

Attendees:

Ruth Dantzer

President
Canada School of Public Service

Céline Préfontaine

National Director PSC & CSPS
Agriculture Union
Public Service Alliance of Canada

Meraiah Krebs

Alternate National
Director PSC & CSPS ,
Agriculture Union, Public Service
Alliance of Canada

Bob Kingston

1st National Vice-President,
Agriculture Union
Public Service Alliance of Canada

Lionel Saurette

Labour Relations Officer
Canadian Association of
Professional Employees

Sylvie Rochon

Service Officer, Agriculture
Union, Public Service Alliance
of Canada

Christine Donaghue

Vice-President
Planning, Governance & Communica-
tions, Canada School of Public Service

James Meddings

Vice-President
Individual Learning
Canada School of Public Service

Jamie Tibbetts

Director General
Corporate Services
Canada School of Public Service

Pierre Richer de La Flèche

Director General
Human Resources
Canada School of Public Service

Penny Gotzaman

Senior Director General
Regional Operations and Learning
Events, Canada School of Public
Service

Ewa Burk

Director General
Functional Communities,
Design Development &
Certification Program Centres
Canada School of Public Service

Sylvain Dufour

Associate Director General
Language Training School
Canada School of Public Service

Brian Johnson

Director General
Policy, Planning and Communications
Canada School of Public Service

Amanda Coderre

Ombudsman
Canada School of Public
Service

Jayne Huntley

replacing Michael Keenan DG
Leadership Development Programs Labour Relations
and Design
Canada School of Public Service

Marc Leclaire

Director
Canada School of Public Service

Arianne Reza

Special Advisor to the
President
Canada School of Public
Service

Joy Racine

(secretary for NLMCC)
Human Resources
Canada School of Public Service

1. Welcoming Remarks and Introduction (R. Dantzer/C. Préfontaine Co-chairs):

The President of the Canada School of Public Service, Ruth Dantzer, welcomed members to the meeting. Introductions of each committee member were made, and Ms. Dantzer updated committee members on the School's progress and changes since the last National Labour Management Consultation Committee (NLMCC). Ms. Dantzer also advised the committee that this would be Madame Céline Préfontaine's last meeting as co-chair. Ms. Préfontaine will be taking up a new position with the PSHRMAC, effective October 2006. The President welcomed Ms. Meraiah Krebs as the new co-chair to the NLMCC.

Céline Préfontaine, National Director, Agriculture Union, Public Service Alliance of Canada, and co-chair of the School's NLMCC, thanked Ms. Dantzer for her openness and interest in labour relations and union matters. She indicated that one of the School's challenges over the next few months would be on language training and in the Government adopting the new model. She highlighted that the School is working hard to ensure minimal impact on staff throughout this process.

2. Review of December 14, 2005 Minutes (All):

The minutes of the last meeting were reviewed and approved. Bargaining agents emphasized the need for the School to put a formal exit interview process in place. Ms. Dantzer confirmed that this was one of the items that Pierre Richer de La Flèche's group in Human Resources would be looking at in the new year.

3. Ombudsman (A. Coderre):

Ms. Amanda Coderre, the School's new Ombudsman, gave an overview of her role and mandate. She highlighted the key areas that she would focus on over the next year:

- informal conflict resolution: will be taking a holistic approach, and not reinventing the wheel, and they will be looking at joint learning programs;
- values and ethics: the intranet site at the School is a wonderful tool. There is an Advisory Team in place which oversees this file, she plans on reinvigorating this team, hold hands-on-sessions with staff, and do case studies. Treasury Board is also talking about coming out with a Code of Conduct, and the School will be looking at this closely;
- harassment prevention training: the School will be working with unions on developing effective training.

The Bargaining Agents suggested that the Ombudsman need to work closely with HR and the unions, and that a joint process should be developed and rolled out.

Ms. Dantzer informed the committee members that for the coming months, internal communications has been made a priority focus. A new executive will work with senior management, the Ombudsman, and communications group to begin work on change management. She also advised them that senior management would have another training session in October on harassment prevention, even though most of them have had two or three training sessions in the past. Harassment prevention is an important issue for the School and a commitment has been made to ensure management is fully trained.

Action: The School is committed to holding training sessions on a quarterly basis where case studies would be reviewed.

4. Update on Health and Safety Committees (P. Richer de La Flèche):

Mr. Pierre Richer de La Fleche updated the committee on progress made on the OSH file. The National Occupational Health and Safety Committee will be chaired by Jamie Tibbetts, and he is in the process of setting up the committee. They hope to hold the first meeting before the new year. A number of Bargaining Agents expressed an interest in being part of this committee.

Action: Mr. Marc Leclaire will work with Mr. Tibbetts and union representatives to discuss the creation of the committee, and provide a status report at the next NLMCC.

5. Language Training Model (J. Meddings):

Mr. James Meddings provided the committee with an update on the Government's new policy on Language Training. Effective April 2007, departments will be responsible for ensuring that their employees are given adequate language training. The School will no longer be responsible for providing this training. The School's role will focus on quality assurance, providing advice to Public Works and Government Services Canada on standards; developing language tools; monitoring and reporting, and providing a liaison role between departments. The School will still provide some training, but will do so on a cost-recovery basis.

This will be a change for the School's ED-LAT employees, as teachers will be on-site at each department. The need for teachers will be driven by the demands on each department. Currently CSPA has met with approximately 20 departments to review their language training needs for next year. Our discussions indicate that there will be a shortage of ED-LATs in the future. The School is encouraging its ED-LATs to apply to the postings that are coming out on the PubliService website. There are 60+ ED-LATs in the National Capital Regions, with 33 eligible to retire in the next couple of years.

Ms. Dantzer explained that the School currently has a pilot project with the Canada Border Services, where they have taken 10 teachers from the School and moved them onsite. To date, the pilot has been very successful for them. The School is also working on long term (three year) agreements with departments. This is one of the School's biggest priorities and we want to ensure that no one is put on the priority list. Many alternative options will be made available to staff and the unions will play an important role in this.

Madame Préfontaine, agreed that this was a priority for the bargaining agents as well, and that she has been working closely with management at the School on this file. She is pleased at the developments to date, and committed to working with staff to help them look at their future options. It was also unanimously agreed by committee members, and asked to be stated in the minutes, that the School has some of the best teachers.

Ms. Dantzer indicated that management would do everything possible to take care of staff involved in this change. She indicated that the School is obliged to look at indeterminate staff before looking at terms.

Action: It was agreed that the JCTC modules that are available to educate staff on mobility within the Public Service were useful tools, and that the School would be looking at using these prior to the new year. Ms. Dantzer also requested that a NLMCC meeting be scheduled for January 2007 in order to provide bargaining agents with an update on the Language Training, and on the National OSH Committee.

6. Corporate Human Resources Plan (P. Richer de La Flèche):

Mr. Pierre Richer de La Flèche updated the committee on the status of the School's HR Plans. The Planning Cycle has been established; documents will be prepared by mid-March, but there is still a lot of work to be done. Collective processes have been completed in the categories of EX, PM, AS and CR. HR is starting the process of reviewing job descriptions, there are 140 to be reviewed, and the School hopes to have this completed by the end of March. In terms of the generic job description process, a Steering Committee, with participation from the unions, will be formed in the near future.

7. Process for Establishing a CSPA Action Plan for the PSES (A. Coderre):

Ms. Amanda Coderre briefed the committee on the next steps involved in developing the School's action plan on the results of the PSES. Qs & As from the General Assembly have been posted on the School's intranet site. Over the coming weeks, management will hold staff meetings and work with employees to develop branch action plans. Bargaining agents requested a copy of the School's PSES results. Agreed that results would be provided.

8. General Discussion (All):

Members of the Committee agreed that there is good collaboration between management and bargaining agents, that in order to continue this good working relationship we will need to be more proactive and ensure continuous dialogue. The Committee thanked Ms. Préfontaine for her work and dedication.

9. Next meeting:

The next meeting of the NLMCC will be scheduled for some time in late January. At that special meeting the following items will be tabled:

- update on the National OSH Committee;
- update on the Language Training Model;
- a status report on the School's Action Plan for PSES.

Ruth Dantzer
President
Canada School of Public Service

Céline Préfontaine
National Director,
Agriculture Union
Public Service Alliance of Canada

Date

Date