

CANADIAN FOOD INSPECTION AGENCY
Minutes
PSAC National Union / Management Consultation Committee Meeting

June 8, 2011
Tower 3-1-351, 1400 Merivale Road
1:00 p.m. to 3:30 p.m.

Present

CFIA

Ms. Carole Swan (**Chair**)
Mr. George Da Pont
Dr. Brian Evans
Mr. Omer Boudreau
Mr. Cameron Prince
Dr. Martine Dubuc
Mr. Stephen Baker
Mr. Paul Mayers
Mr. George Shaw
Mr. Peter Everson
Ms. Veronica McGuire
Ms. Shalene Curtis-Micallef
Ms. Ginette Workman
Ms. Nancy Darling

PSAC

Mr. Bob Kingston
Mr. Denis Sicard
Mr. Fabian Murphy

Opening Remarks

Ms. Swan welcomed everyone to the meeting. Ms. Swan advised that the CFIA has restructured at the Branch level. Given the strategic importance of Information Management (IM) / Information Technology (IT), a new Branch was created. The responsibility for Agency Planning and Reporting, as well as Finance, Assets and Security Management, will now form the Corporate Management Branch.

Mr. Kingston also noted that there would be challenging times ahead following the Federal Budget. He also indicated a desire to move forward on a number of issues discussed at the last meeting.

1. Issues Arising from the Previous Minutes

Minutes of the December 17, 2010 PSAC NUMCC were approved and posted on Merlin prior to this meeting.

The following were discussed:

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Conversion of Long-term Terms

Mr. Boudreau advised that each year, as of the end of March, a review is completed on Long-Term Terms. The lists are currently with the Vice-Presidents for their review. This initiative is expected to be completed by the end of June 2011.

Mr. Kingston stated the Union was also interested in positions that had been filled by different term employees over a long period of time. Mr. Boudreau responded that People Soft cannot efficiently produce such a report. He asked the Union to advise Management of any specific positions where this is a concern.

Action: The Union to advise Management of any specific positions which have been filled by term employees over a long period of time.

Compliance Verification System (CVS)

On April 14, 2011, a meeting was held with Finance, Operations and the Union to discuss the methodology used in the CVS Review, and to provide a copy of the Price Waterhouse Cooper Report. Mr. Kingston advised that he is reviewing the information and has concerns with some of the assumptions that were used.

Cell Phones

There were delays in the delivery of new cell phones due to the Government of Canada changing the service provider. Mr. Prince indicated that he would provide PSAC with a more detailed update, complex by complex, next week.

Action: Mr. Prince to provide PSAC with a detailed update, complex by complex, on the delivery of cell phones by June 17, 2011.

EG Staffing

Mr. Kingston questioned whether external processes are being used instead of internal processes. Mr. Boudreau noted that, with the exception of entry level positions, the bulk of hiring is done through internal processes. External processes are held for entry level positions, or where internal processes have been completed and the number of candidates is insufficient to address CFIA's needs.

Mr. Kingston states that Management need to be able to explain to employees why external processes are occurring. Mr. Boudreau agreed that communication around external processes could be improved.

National Consultation on Irregular Hours of Work

Mr. Prince indicated that the CFIA has hired over 100 new Inspectors, some were hired from within CFIA and some through external recruitment. He recognized that working irregular hours is not the preferred option for employees. The National Consultation took

place on February 14, 2011, and since that time there have been some misunderstandings of “next steps”.

Mr. Kingston noted that it was important that agreements reached at the national level be dealt with appropriately at all levels of the organization. Where there is confusion on the results of the consultation, it needs to be cleared up quickly. Mr. Kingston said that at a previous NUMCC there was agreement reached on general principles for irregular hours:

- All employees should “share the pain” of working irregular hours;
- CFIA would not establish two classes of Inspectors (e.g. those who worked irregular hours and those who do not); and
- Irregular hours would be filled using volunteers where possible, and where there are not enough volunteers, the irregular hours would be shared among all employees.

Mr. Kingston advised that there are currently situations that do not meet those general principles. It was agreed that a meeting on the Irregular Hours of Work Consultation would take place in the next two weeks.

Action: The Union will provide specific details about situations that do not meet the Irregular Hours of Work general principles.

Action: A meeting on the Irregular Hours of Work Consultation will take place by June 24, 2011.

Mr. Da Pont noted that communications in a large decentralized organization can be a challenge. He suggested that where Union and Management come to clear agreements that both parties should align their communication. This may include: joint messages; sharing messages with each other before they are distributed; and ensuring messages are distributed to everyone at the same time. It was agreed that this would be beneficial.

Action: Union and Management to align communication following consultation and agreements being reached. This will be done using: joint messages, sharing messages before they are distributed, and sharing messages to everyone at the same time.

Ms. Swan stated that how the Union and Management consult, the follow-through from the consultation, and the communication of the consultation are all important. She indicated a need to address this before the next meeting.

Action: Union and Management to discuss Consultation issues before the next meeting.

Memoranda of Agreements (MOAs)

Mr. Kingston advised that MOAs will allow individual work sites to reach mutually beneficial agreements where the Collective Agreement does not provide sufficient guidance. Ms. Workman stated that existing MOAs have been gathered and that HR is in the process

of reviewing them. She stressed that if MOAs are being used because the Collective Agreement is unclear, this should be addressed through Collective Bargaining.

Mr. Kingston stated that MOA's have been in existence for some time and have been beneficial to identify the most appropriate manner of implementing some articles in the collective agreement.

Mr. Prince expressed a desire for consistency across the country and noted that having a proliferation of MOAs makes this difficult. He suggested that where a consensus has been reached, this can be documented through records of discussion. Mr. Da Pont indicated that the Collective Agreement should contain all of the basic information and that having separate MOAs can be problematic. He proposed that the Union and Management discuss what topics are appropriate for MOAs to ensure there is a common agreement.

Action: Union and Management to meet to discuss what, if any, subjects would be appropriate for a local MOA.

Seven-Day Work Week

It was agreed that Dr. Dubuc would meet with PSAC to discuss the Seven-Day Work Week in the laboratories.

Action: Dr. Dubuc will meet with PSAC to follow up on the Seven-Day Work Week in the laboratories.

Union-Management Framework

The first round of consultation on the Framework is completed. The Updated document will be resent for comments and will then go through the CFIA Governance structure for approval.

2. EG-02 to EG-03 Progression

Mr. Kingston expressed concern that employees hired at the EG-02 level under previous recruitment processes are required to wait one year before writing their barrier exam to move to the EG-03 level. Mr. Prince responded that Operations Branch is currently working on a process to remove the one-year wait requirement. He indicated that the details need to be worked out and that both the Union and Management should agree on a message and the timing of this message. It was agreed that the Union and Management will meet to discuss.

Action: Operations Branch and the Union to discuss a process to remove the one-year requirement for the barrier exam by June 24, 2011.

3. Enforcement Transparency

Mr. Shaw reported that CFIA has revised the Compliance and Enforcement Operational Policy which is now posted on the external CFIA website. In March 2011, CFIA began posting quarterly information on enforcement activities, including: food imports refused entry into Canada; Notices of Violations with warnings and penalties; repeat offenders of animal transport regulations; and license suspensions and cancellations.

Mr. Kingston questioned why names are not included with this information. Ms. Curtis-Micallef said that CFIA will post as much information as possible, while still respecting Canadian Privacy laws.

4. Federal Budget 2011

Mr. Baker stated that two items were announced that impact current Agency initiatives:

- \$17 million over five years for managing and monitoring plum pox virus. These funds will be shared between Agriculture Canada and the CFIA; and
- \$100 million of funding over five years targeted toward inspector training, additional science capacity and electronic tools to support the work of front-line inspectors.

Mr. Kingston discussed a rumour that CFIA agreed to save \$35 million before the \$100 million was committed. Mr. Baker advised that the \$100 million was a new allocation of funds.

5. Debrief HR / PSAC UMCC Meeting (June 7, 2011)

Mr. Boudreau provided the following highlights from the HR Branch / PSAC UMCC Meeting on June 7, 2011.

Duty to Accommodate

The Union would like to see training for Managers to ensure they understand their responsibilities when dealing with Duty to Accommodate (DTA). As this year's training priorities have already been developed, formal training will not be provided. Area HR Managers have been asked to work with managers on these situations. Mr. Murphy noted that he will be providing feedback on the DTA module for Managing for Success (MFS) to ensure the role of the OSH Committee / Representative is clearly identified. Ms. Workman indicated that this material will be made available to all OSH committees / Representatives, Managers, and HR Advisors as an interim measure, to ensure responsibilities are clearly understood. Additional work will be done on the Disability Management Function during the next few months.

Action: Mr. Murphy to provide feedback on the DTA module for Managing for Success.

Action: The updated DTA module for Managing for Success will be provided to all OSH Committees / Representatives, Managers and HR Advisors as an interim measure, to ensure responsibilities are clearly understood.

Consolidation of Pay

The PSAC and Human Resources Branch have agreed to establish a National Joint UMCC Committee to deal with the Consolidation of Pay as a proactive measure to ensure the Union is engaged throughout the process.

Action: Creation of National UMCC Committee on Consolidation of Pay.

Dual Employment

The utilization of dual employment within the CFIA is under review in light of Treasury Board Policy and Pay instructions from Public Works. A review has been done of a recent case involving a Duty to Accommodate situation. The use of dual employment will be reviewed further in the context of the Disability Management Function.

Classification Review

HR Branch and PSAC have identified participants for a Working Group to explore the scope of the reform initiative. This is an exploratory phase, including information gathering and analysis.

6. Closing Remarks

Ms. Swan noted that there has been a good discussion on important issues that are fundamental to the Union-Management relationship.

Mr. Da Pont suggested that a Labour Symposium involving Senior Management and Senior Union from both PSAC and PIPSC may be worthwhile. PSAC was asked to consider their interest in participating in this type of event.

7. Scheduling of Next NUMCC Meeting

The next meeting will be held in December 2011.

Action: Human Resources to organize the next meeting date.

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Mr. George Da Pont Mr. Bob Kingston
President National President,
Canadian Food Inspection Agency Agriculture Union
Public Service Alliance of Canada

Date: Oct. 3, 2011 _____ Date: Sept. 14, 2011

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