

National Joint Employment Transition Steering Committee Meeting

May 8, 2012

President's Boardroom, 1400 Merivale Road: 9:15 a.m. to 1:00 p.m.

Participants:

CFIA

Mr. George Da Pont
Ms. Mary Komarynsky
Mr. Neil Bouwer
Dr. Martine Dubuc
Mr. Gérard Étienne
Ms. Barbara Jordan
Ms. Pamela Larocque
Ms. Kathryn McElhone
Ms. Nancy Darling

PSAC

Mr. Bob Kingston
Mr. Fabian Murphy
Mr. Raphael Tarasco
Ms. Marlene O'Neil
Ms. Nancy Milosevic

PIPSC

Dre. Valérie Coupal
Dr. Tom Wright
Mr. Alan Messner
Ms. Mélanie Chenier

Additions to Agenda

- Centres of Expertise – Alternations
- Staffing Concerns
- Centre for Plant Health Relocation
- Alternation list
- Term Employees

1. Minutes of April 20, 2012 Meeting

Action Item: Amendments were made to the following topics:

10 (List of Employees): add to last sentence "as no employees are currently surplus".

12 (Volunteers for Surplus): under outcome: 1st paragraph, last sentence now reads "If there are sufficient volunteers to meet the requirements, there will be no need to proceed further."

13 (Centres of Expertise): new first sentence: "There were differing views on how best to organize and structure the COE's and whether they should be virtual or co-located."

14 (Anomalies): add: "The Unions believe that some elements of the letters are not correct as the language in the letters is not consistent with the collective agreement. Management believes that the letters are correct. Both Union and Management agreed that employees should receive additional information (i.e. fact sheet).

Outcome: Approved as amended.

2. Selection for Retention Committees / Members

A discussion took place regarding the management level of some Committee members. Management participants were expected to be: Branch Heads or delegates, Executive Directors or equivalent, and EX minus 1 (only as required but not the norm). Inspection Managers should have been included on an exceptional basis.

Action Item: The existing list will be updated to include job titles and will be sent to the Unions today.

The Unions are to identify to Gérard Étienne any Committees where they have concerns. A further discussion between the Co-Chairs will be held if those Committees have already met.

Management will review the Committee members and where required and possible, will make changes to the membership in keeping with the management level where the committees haven't met yet.

3. Draft Fact Sheets

The Unions have brought up the fact that the process for selection for retention is a staffing process. Additionally, in some we are talking new positions.

Action Item: The Committee Co-chairs will meet this week to discuss staffing.

Management has agreed to look into this issue at the next HR Committee Meeting on May 14, 2012.

The Unions are to review the draft fact sheets and provide their feedback in writing to Pamela Larocque no later than close of business Friday, May 11, 2012.

Amended fact sheets will be circulated early next week. They will be agreed upon secretarially if possible, or if required, they will be discussed further at the next meeting.

4. Program Issues

Arrangements will be made to have the appropriate management representative(s) / implementation team members attend Employment Transition Committee meetings to discuss specific program issues. The Unions should identify to Gérard any topics that they would like to see addressed.

Action Item: The VP of PPB will meet provide information on the HQ Executive Support Model and the Outer Office Support Model.

The Montreal Committee would like additional information on the office moves.

The VP of Science (or delegate) will meet to provide information on the Centre of Plant Health.

5. Communication / Other Level Committees

A discussion took place regarding the need for consultation at the various levels of the Committees. The Unions suggested that management should be free to discuss all of the budget decisions now that the budget has been announced. Employee input into implementation decisions will result in better final decisions.

Action Item: In instances where the NJETSC makes decisions, to ensure proper dissemination of information, the issue will be brought to the HR Committee to determine if Z-list is the most appropriate method of communication or if an alternate method should be used.

6. Employment Transition Website – What’s New

A screen shot of this page was provided.

7. Pay Transformation – Update

Wave two of the pay transfer, which impacts CFIA, is about to begin. Pamela Larocque will be attending a meeting at the end of May.

Action Item: An update will be provided as additional information is available.

8. Priority Referrals

Outcome: It was agreed that there is no need to send e-mails to employees asking for their permission to be referred to positions that are open during their opting period.

It was agreed that there is no need to delay making offers to employees who are currently in their opting period.

It was noted by the Unions that there is currently no process for Alternations and no transparency which would allow for meaningful oversight. It was agreed that the following information will be posted on Merlin for all employees to access:

- A list of positions where individuals have advised that they would like to alternate and leave CFIA. The list will not contain names; however it will contain the following information: Group and Level, Job Title, Location and a brief summary of the duties / skills required. This same information will be posted for all CFIA private temporary personnel (contractors) and term appointments.

9. Round Table

Bob Kingston advised that Marlene O'Neil would be joining the National Joint Employment Transition Steering Committee.

10. Deferred items

- Grievance MOU's
- PSAC Questions
- PIPSC Questions
- COE – Alternations
- Staffing
- Centre of Plant Health (Sidney)
- Terms

Gérard Étienne
Vice President, Human Resources

Date

Dre Valérie Coupal
PIPSC Co-Chair

Date

Bob Kingston
Agriculture Union Co-Chair

Date

Nancy Darling
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