

DRAFT
RECORD OF DISCUSSION (ROD)
National Union Management Consultation Committee
(NUMCC)
1400 Merivale Road (T3-1-351)
December 19, 2016 – 9:00 a.m. – 5:00 p.m.

1. Welcome and Opening Remarks

❖ Chair: Paul Glover, President, CFIA

- The Chair introduced himself and welcomed the participants from the Public Service Alliance of Canada (PSAC), the Professional Institute of the Public Service of Canada (PIPSC) and the staff from the Canadian Food Inspection Agency.
- Action items from the April 2016 NUMCC were reviewed.

Action Item(s):

- Union representatives explained that the response given to them in regards to the ergonomic study did not address the concerns of the unions. The issue will be scheduled for discussion at a future National Occupational Health and Safety (NOSH) meeting.
- Once minutes from the CFIA/CBSA meeting have been approved, they are to be shared with the Unions.
- A baseline report is to be prepared by Gerard Etienne including data of how many CBSA referrals CFIA receives. Mr. Etienne was asked to investigate comparisons in other countries (e.g. USA). This report is due for the next NUMCC.
- A working group is to be established to review and update the UMCC framework and to include sharing minutes on Merlin. An update is requested at the upcoming NUMCC.
- A working group is to be established to review the Staffing Framework. Colleen Barnes has been tasked with sharing a report with the Unions on Appointments without Solicitation.
- To promote participation in union activities, Colleen Barnes has been tasked with posting a message for Managers on the CFIA InfoBulletin. She has committed to having this completed in January 2017.
- OPS branch is to schedule an ESDP demonstration with the Unions before the next NUMCC.
- A copy of the memorandum that was sent to the Executive Vice President, regarding mandatory training for managers is to be shared with the Unions.

2. Continued problems with Phoenix

○ Item requested by: PIPSC

❖ Presenter: Dr. Krista Puddester, Acting President, PIPSC

Colleen Barnes, Vice President of Human Resources, CFIA

Christina Dawson, Acting Director Human Resource Services, CFIA

Purpose:

- To provide an update on the current status of Phoenix.

Key Points of Discussion:

- Dr. Krista Puddester expressed frustration regarding the Phoenix pay system. In addition to basic salary problems, PIPSC has received a number of complaints regarding unpaid licensing fees, overtime, meat hygiene allowance and compensatory time. An update on what is being done has been requested. There is

also frustration with the lack of response from the Pay Centre.

- A discussion was led by Colleen Barnes providing an update on the current status of Phoenix. The reason why there is lack of responsiveness is because of the volume of calls that are ongoing. There are currently 10 people working on CFIA specific issues and the goal is to reallocate more resources to help eliminate the backlog. CFIA noted the implementation of a temporary hold on processing short-term acting requests.
- The unions expressed frustrations that employees have with added costs on their statements, mortgage payments and various banking fees because of Phoenix. CFIA assured the unions that this is something that is being raised with the Public Service Procurement Canada and noted that Treasury Board Secretariat has a process in place to compensate these costs. The Chair expressed that this is an issue that is not unique to CFIA but that is Government wide. CFIA is committed to being transparent during this entire process.

Action Item(s):

- Colleen Barnes has been tasked with producing a report with data regarding submissions of reimbursement fees to the Treasury Board Secretariat (TBS) for the next NUMCC.
- Bi-weekly meetings with the Unions and CFIA regarding phoenix are to be scheduled. CFIA has also committed to sharing communication products with the unions prior to employee distribution.

3. Contracting out

○ Item requested by: PIPSC

❖ Presenter: Dr. Krista Puddester, Acting President, PIPSC

Colleen Barnes, Vice President of Human Resources, CFIA

Yves Bacon, Chief Financial Officer, Corporate Management Branch, CFIA

Christina Dawson, Acting Director, Human Resources Services, CFIA

Purpose:

- To discuss contracting out versus staffing positions

Key Points of Discussion:

- A discussion was held to explain why CFIA would resort to contracting out versus staffing a position. Colleen Barnes explained that the main reason for contracting out is the need for an employee for a short time or someone with a specific skill set. The unions specifically questioned why IMIT has resorted to contracting out versus staffing its positions for multiple projects.
- Michel Lessard explained that contractors were hired due to unplanned pressures that the CFIA was faced. He clarified that he has changed his direction from contracting out to now hiring terms. They are also looking at hiring students and terms for projects.
- The unions questioned if there was TBS Policy or any training available to managers to help assist when managers should contract out versus staffing a position. To address these questions, Yves Bacon has been tasked with reviewing procurement policies.

Action Item(s):

- Yves Bacon is to review if there is any training or policies available on Merlin to advise managers on when to procure a contractor versus staffing a position.
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4. Training Session to assist Managers on Collective Agreement

Item requested by: PIPSC

- ❖ Presenter: Dr. Krista Puddester, Acting President, PIPSC
Colleen Barnes, Vice President of Human Resources, CFIA
Brenda Dagenais, Director General, Collective Bargaining, CFIA
Luc Rivard, Executive Director, Learning, CFIA

Purpose:

- To discuss training sessions for managers to assist them in interpreting the terms of the various collective agreements.

Key Points of Discussion:

- CFIA management advised that while no training sessions are no ongoing, it is open to offering them if needed. Management advised the unions that they would need to know which part of the collective agreement would need to be clarified or which areas around the country would benefit from training. The unions identified that posting lessons learned from grievances on Merlin, would be beneficial to inform members and managers on how to apply the collective agreement. CFIA mentioned there may be privacy issues involved with posting the lessons learnt but that they would look into it.

Action Item(s):

- Colleen Barnes has been tasked to see if it is possible to post lessons learned from grievances.
- Topic added to the next NUMCC.

5. Risk Algorithms

○ Item requested by: PSAC

- ❖ Presenter: Bob Kingston, President, PSAC
Dr. Martine Dubuc, Vice President of Science, CFIA
Dr. Aline Dimitri, Executive Director Food Safety Science Directorate, CFIA

Purpose:

- To provide an update regarding the Risk Algorithms.

Key Points of Discussion:

- An in-depth discussion was held regarding the proposed Risk Algorithms. Dr. Aline Dimitri has agreed to meet with the unions before the next NUMCC to present a deeper dive on the issue. She reassured the unions that training would become available to staff before this Agency shift.
- Unions expressed their concerns over the need of having inspectors that have the knowledge and the experience to ensure that no new risks are introduced or missed.
- The chair noted the need to have a One Agency approach to this model and that Data will need to be collected and updated to ensure that we are aware of what the minimum risk management responses should be for various identified risk situations.
He concluded the discussion with ensuring that the unions will have their documentation prior to their meeting on the deeper-dive with Aline Dimitri. He would like to have an update on the Establishment Risk Assessment presented on the next NUMCC.

Action Items(s):

- Dr. Aline Dimitri to schedule a separate meeting with the Unions to present the Risk Algorithms in detail. Dr. Aline Dimitri is to distribute the documentation well in advance.
- Topic to be added to the next NUMCC.

6. Conflict of Interest

- ❖ Item Requested by: PSAC
- ❖ Presenter: Bob Kingston, President, PSAC
Colleen Barnes, Vice President of Human Resources, CFIA
Barbara Molnar, Conflict of Interest Officer, CFIA

Purpose:

- To discuss the Conflict of Interest (COI) policies and how they are being applied.

Key Points of Discussion:

- The chair opened the discussion with expressing that if there are issues with the COI policy, it is important to address it and have it updated. Being a regulatory agency, the CFIA should have high standards regarding COIs. Having inconsistencies regarding the COI policy, could compromise the integrity of the CFIA.
- A working group will be developed to review COI policy and its application
- Carolina Giliberti would like to ensure that the working group is addressing the right issue regarding the COI. It is important to determine if it is in fact the policy that needs to be revised or if it is the implementation of the policy.
- Colleen Barnes has agreed to establish a working group with the Values and Ethics groups and the unions to examine the issue.

Action Item(s):

- Develop a working group to review the Conflict of Interest policy.
- Topic to be added to the next NUMCC.

7. Ask CFIA

- ❖ Item Requested by: CFIA
- ❖ Presenter: Gerard Etienne, Vice President of Operations, CFIA
Dr H el ene Soucy, Acting National manager, Operational Guidance & Expertise, CFIA

Purpose:

- To provide an update on the ASK CFIA long-term initiative.

Key Points of Discussion:

- A discussion was held regarding ASK CFIA, which is a streamline access system to CFIA expertise for industry. This service has not been widely promoted since it is in its pilot stage. Plans to expand this initiative are in place to align with other Agency activities such as ESDP and the Safe Food for Canadians Regulations. CFIA is expected to develop communication materials, supporting FAQ's, and apply lessons learned from the pilot. Unions were reassured that this tool is to help industry and external stakeholders and not to remove expertise from our Inspectors.
- The unions expressed frustrations that currently the industry and external stakeholders have faster access to information than their members. Gerard Etienne has agreed to discuss further directly with the unions.

Action Item(s):

- Gerard Etienne has offered to address the unions concerns.
- Topic to be added to the next NUMCC.

8. User Fees

- ❖ Item Requested by: CFIA
- ❖ Presenter: Barbara Jordan, Associate Vice President Policy and Programs, CFIA
Julie Hartleib, Director, User Fees, CFIA

Purpose:

- To provide an update on cost recovery modernization at the CFIA and the approach to consultation.

Key Points of Discussion:

- A discussion was held regarding the CFIA undertaking a two-part consultation process on user fees, to seek feedback from stakeholders. Phase I will focus on CFIA's approach to cost recovery modernisation and will not include discussion on specific fees. Feedback received during phase I consultations will be used to inform the development of fee proposals, which will be the focus of phase II consultations.
- The unions requested to see the consultation documents in advance. Barbara Jordan has agreed to share.

Action Item(s):

- Barbara Jordan will provide the Unions with the consultation documents regarding User Fees.

9. Mental Health

- ❖ Item Requested by: CFIA
- ❖ Presenter: Colleen Barnes, Vice President of Human Resources, CFIA
Chantal Seeton, Executive Director, Employment Relations and Engagement, CFIA
Tammy Jeffery, Manager, Mental Health Program, CFIA

Purpose:

- To discuss the Mental Health strategy at the CFIA.

Key Points of Discussion:

- CFIA presented its proposed approach to developing a Mental Health Strategy, which included a review of current state initiatives: the Mental Health Team, Mental Health Champion and HOPE – Mental Health Peer Support program. The next steps are to conduct a gap analysis against the national standard via consultations and/or surveys. Once completed, the mental health strategy will be created with specific actions to address the gaps.
- The unions had issues regarding the speed of this approach and having a consultant doing the research on the gap analysis. Colleen Barnes explained that without a consultant, it may take longer than anticipated to complete the analysis. The chair expressed that this initiative needs to be balanced between not rushing to have it completed, but to also not take too long to complete. He requested that the topic be added on the next NUMCC.
- Bob Kingston committed to providing his time to lead the NOSH committee through a discussion that would position the Agency to do at least some of the gap analysis internally.

Action Item(s):

- Topic to be added to the next NUMCC.
- CFIA is to collaborate with the unions on this approach at NOSH.
- Bob Kingston to lead a discussion to facilitate the gap analysis at CFIA.

10. National Strategy to Safeguard Plant and Animal Health in Canada

- Item requested by: CFIA
- ❖ Presenter: Paul Mayers, Vice President of Policy and Programs, CFIA
William Anderson, Executive Director, Plant Health and Biosecurity, CFIA

Purpose:

- To discuss the National Strategy to Safeguard Plant and Animal Health in Canada.

Key Points of Discussion:

- CFIA indicated that the strategy is underway based on a collaborative approach among the federal provincial and territorial governments, and industry. Consultations with the parties were held in a forum in early December in Ottawa. CFIA anticipates having the final strategy go forward to the Ministers of Agriculture for endorsement at their annual conference in 2017.

Action Items(s):

- Topic to be added to the next NUMCC if required.

11. Integration of the Informal Conflict Management System (ICMS) with Formal Grievance Process

- Item requested by: CFIA
- ❖ Presenter: Colleen Barnes, Vice President of Human Resources, CFIA
Chantal Seeton, Executive Director, Employment Relations and Engagement, CFIA
Andree Bérubé, National Manager Conflict Resolution, CFIA

Purpose:

- To provide an update on integrating the ICMS and the Grievance Processes.

Key Points of Discussion:

- The unions expressed appreciation for this process and that it could be beneficial that before grievances proceed, that go to mediation.
- The Chair requested to have a working group developed to continue this initiative collaboratively.

Action Items(s):

- A working group is to be developed between the unions and CFIA to go over the details of how this option will work and look at what has worked well in the Ontario pilot.

12. Round Table

Presenter: All

Round table discussion:

- Barbara Jordan provided an update on the President's Challenge and invited members to participate.
- Zeljko Ruzcic would like the President to consider having these meetings more frequently. The chair requested to have this added to the NUMCC framework for discussion.
- Fabian Murphy would like to see if CFIA could implement a policy on rolling over Term employees into indeterminate employees like the one implemented at AAFC.
- Dr. Krista Puddester reiterated that she would like to potentially see Ad-Hoc NUMCC meetings since there are several issues to go over. She appreciated the length of this meeting.
- Bob Kingston would like to share employee survey results regarding Agency Transformation with the Human Resources Branch.

Action Items(s):

- President to consider having more frequent NUMCC meetings. Will be discussed at the UMCC Framework working group.
- Topic of policy regarding rolling terms into indeterminate employees to be brought to the next NUMCC.

12. Closing remarks/ Next meeting

Chair: Paul Glover, President CFIA

- The Chair thanked everyone for their participation and appreciated the constructive conversations that were held. He committed to having the right amount of time allocated for the meetings based on what is proposed to go on the agendas. As the new President, his office is working on an engagement strategy for him to go and visit staff. He is open to any engagement suggestions that the unions may have.
- The Chair has also committed to reviewing how many times these NUMCC meetings should take place.

ATTENDANCE
National Union Management Consultation Committee
(NUMCC)
December 19, 2016

Co-Chairs	Paul Glover, President, CFIA Bob Kingston, President, PSAC Dr. Krista Puddester, Acting President, PIPSC	
CFIA Attendees:	Paul Glover, President Carolina Giliberti Gerard Etienne Colleen Barnes Anna-Maria Labelle Theresa Iuliano Brenda Dagenais Dr. Harpreet Kochhar	Dr. Martine Dubuc Michel Lessard Barbara Jordan Irwin Bess Yves Bacon Merril Bawden Paul Mayers
PSAC Attendees:	Bob Kingston Fabian Murphy	Barb Kristjansson Rick Cormier Milton Dyck
PIPSC Attendees:	Dr. Krista Puddester Hussien Bashah Dennis Cormier Kristy Jackson	Zeljko Ruzcic Dr. Witold Wince Dr. Valerie Coupal Dr. Ayman Soryal Jean-François Prigent
Presenters:	Christina Dawson William Anderson Julie Hartleib Aline Dimitri	Andree Berube Chantal Seeton Tammy Jeffery Luc Rivard Helen Soucy
Secretariat:	Gabrielle Charbonneau	

Paul Glover
President
Canadian Food Inspection Agency

Date

Mr. Bob Kingston
National President, Agriculture Union
Public Service Alliance of Canada

Date

Dr. Krista Puddester
President, National Consultation Team
Professional Institute of the Public Service of Canada

Date