



CANADA SCHOOL OF PUBLIC SERVICE (CSPS)
NATIONAL LABOUR-MANAGEMENT CONSULTATION COMMITTEE (NLMCC)

Record of Discussions

Tuesday, November 28th, 2017

10:00 a.m. – 12:00 p.m.

Present: Wilma Vreeswijk (Deputy Minister/President – Co-Chair) Fabian Murphy (National President/AU-PSAC – Co-Chair)
Diane Lorenzato (A/VP/CFO, CSB) Rick Cormier (AU-PSAC)
Jean-François Fleury (VP, LPB) Erick Martel (AU-PSAC)
Frederick Matern (DM COS) Renelle Chalifoux (AU-PSAC)
Joanne Lalonde (Director General, WWM) Nathalie Rodrigue (Manager, Labour Relations)
Nathalie P. Marcoux (Director, WWM) Dominique Lyrette (Senior Advisor, Labour Relations)
Pierre Leduc (Director, WWM)
Jessica Ward-King (A/Director, OVEWW)

Absent: Christopher Bozik (A/Director, OVEWW), Julie Brunet (Director, WWM), Nicolas Brunette-D’Souza (ACFO), Mireille Vallière (CAPE), Allison Tomka (PIPSC)

Agenda Item		Key Points Raised	Action Item	Tasked to...	Deadline
1	Welcoming Remarks	There is a new union co-chair for the committee: Mr. Fabian Murphy. School Management and unions are committed in investing and fostering the positive relationships.	Nil.		
2	Record of Discussions from April 11, 2017 Meeting	The Record of Discussions of the previous meeting was approved and signed remotely.	Nil.		
3.	Action Items from Last Meeting	A table summarizing the action items from last meeting and current status was table dropped. A similar chart will be prepared and shared in advance with the participants for subsequent meetings. Brief summary of the steps taken to fulfill the outstanding action items from the last meeting: 1. The calls with the bargaining agents to discuss the classification review for their respective members are scheduled for the upcoming week.	Prepare and share the action items table with participants ahead of the next meeting.	Labour Relations	Document to be sent along with the agenda for subsequent meetings.



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	<p>2. The EX organizational chart was provided to bargaining agents at the HRLMCC meeting on September 12, 2017.</p> <p>3. Labour Relations, in consultation with the Agriculture Union, are currently developing guidelines to support managers supervising employees who are acting as union representatives. As this item is not yet completed, it will remain on the action items list for follow up at the next meeting.</p> <p>4. The document outlining the roles and responsibilities of line and middle managers supporting employees participating in health and safety related duties was shared on September 12, 2017. A health and safety training for OHS representatives, OHS Committee members and Policy Committee members took place in November 2017 and was very successful.</p> <p>5. The dialogue on the Hazard Prevention Program and the Workplace Well-Being Strategy will continue at the next NOSHP meeting scheduled on December 5, 2017. Bill C-65 will bring changes to the Canada Labour Code, likely merging the Harassment Policy and the Violence in the Workplace provisions.</p> <p>This topic will be on the agenda for the next meeting for an update. It is also a standing item on the NOSHP committee meeting's agenda.</p>			
<p>4. Unions Updates</p>	<p>The Agriculture Union had their Triennial National Convention in August. There were lots of discussions around Phoenix. This is amongst their highest priorities.</p> <p>The School is supporting its employees on Phoenix. Management will provide more details regarding the initiatives put in place by the School in Agenda Item 8 of this meeting.</p>	<p>Nil</p>		
<p>5. CSPS Organizational Design Review</p>	<p>Since the announcement of the CSPS EX organizational chart on May 24, 2017, work has been underway to set the stage for the review and design of the non-EX organizational structure.</p> <p>Two management committees were created to support this exercise. The Classification Stewardship Team (CST) and the Change Response Team (CRT).</p> <p>Conversations will take place with each individual union to discuss the approach on organizational design.</p>	<p>Organize a backstage tour to provide employees with an update on the review and design of the non-EX organizational structure.</p>	<p>Ms. Nathalie P. Marcoux</p>	<p>As soon as possible in the new year.</p>



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	<p>The work is expected to be completed by December 2018. The goal is for each employee to have an up-to-date work description.</p> <p>The Agriculture Union mentioned that their preferred approach is to work together with the School to ensure that employees understand the changes and related impacts it would have on them.</p> <p>The School will continue to engage with the bargaining agents as the work continues.</p> <p>The work being done is about shaping an organization where people have clarity on their respective roles and responsibilities.</p> <p>It was agreed that employees would benefit from more regular updates on this topic.</p> <p>The Agriculture Union asked if the School received the interpretation from the Treasury Board Secretariat (TBS) as to how the revised workforce adjustment provisions in recently signed collective agreement apply to employees still affected by this process.</p> <p>The response will be shared with the Agriculture Union when received from TBS.</p>	<p>Share the interpretation received regarding how new provisions on workforce adjustment apply to employees currently affected by this process.</p>	<p>Ms. Nathalie Rodrigue</p>	<p>As soon as received.</p>
<p>6. Quiet Rooms: Mental Health</p>	<p>Two quiet spaces, one in Asticou and one in LaSalle, have been set up and are ready for use (D100 in LaSalle & 1602 and 1605 in Asticou).</p> <p>The members of the NOSHP will be invited to see the room at LaSalle at the December 5th meeting. Suggestions for improvements will be welcomed.</p> <p>A launch event is expected to take place in January at both locations.</p> <p>The Regions have been engaged and will receive support to set up and maintain their own quiet spaces.</p>	<p>Organize a visit of the quiet spaces for the NOSHP committee members.</p>	<p>Ms. Joanne Lalonde</p>	<p>At the next NOSHP Committee meeting.</p>
<p>7. Accommodations / Workplace Management</p>	<p>The Accommodations' team is looking at modernizing both the employees' workspaces and the learning spaces.</p> <p>The School continues to work with Public Services and Procurement Canada (PSPC) for the School's space envelope. Workplace 2.0 and Activity Based Work (ABW), are being implemented each time a space undergoes a refit.</p>	<p>Nil.</p>		



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	<p>Any special accommodation outside of W.P 2.0 or ABW fit up standards, must come from an ergonomic assessment and/or a doctor's note.</p> <p>The Agriculture Union indicated that when moves are anticipated, plans should be presented to the NOSHP committee. Plans should take into consideration accommodations that are already in place for employees.</p> <p>When accommodations plans are developed, the health and safety of School employees is always taken into consideration. The School will continue to consult closely with committees that are already in place and employees accommodation needs are taken into consideration when planning for moves.</p> <p>A Public Address (PA) Mass Notification for the LaSalle Academy is being installed. The work is expected to be completed in December 2017.</p>			
<p>8.</p> <p>a) Phoenix Training</p> <p>b) Phoenix – Employee Compensation Situation Initiative</p>	<p>The School is actively engaging with School employees to help manage challenges associated with Phoenix.</p> <p>The School's Compensation Liaison Team has been regularly reaching out to staff to provide them with useful information via email. The team has also been reaching out to individual employees to try and help resolve their compensation issues.</p> <p>The School's Compensation Liaison Team is monitoring every issue raised. Every School employee is being paid. If needed, the emergency salary advances (ESA) are available for employees. They can be done within 24 to 48 hours.</p> <p>A new employee will soon be joining the School's Compensation Liaison Team. This person has a lot of experience and will be helping with the planning of a backstage tour on pay stubs. The School also now has a dedicated resource at the Pay Center.</p> <p>When employees are reaching out to union representatives regarding pay issues, it is important for them to link them back to the School's Compensation Liaison Team.</p> <p>Mr. Cormier is the Agriculture Union contact person for Phoenix. He did not get a lot of issues raised by School employees but that if he did, he would direct them to the School's Compensation Liaison Team.</p>	<p>Contact the Administrative Tribunals Support Service of Canada organization to learn about the processes and tools in place to help determine how much money is owe to or by employees.</p> <p>Organize a backstage tour on employees' pay stubs.</p> <p>Bargaining Agents to direct employees with Phoenix issues to the School's</p>	<p>Ms. Julie Brunet</p> <p>Ms. Julie Brunet</p> <p>Bargaining Agents</p>	<p>As soon as possible after the meeting.</p> <p>As soon as possible in the new year.</p> <p>When issues are raised.</p>



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	<p>The Agriculture union had a number of productive discussions with School HR representatives on Phoenix issues. They suggest that a lot of issues are not reported, but a lot of their members have mentioned that the initiative led by the School's Compensation Liaison Team of contacting individual employees is one of the best things that happened at the School.</p> <p>School management remains committed to helping employees. HR and finance meet weekly (and more frequently when urgent issues require immediate attention) to track and discuss issues and try to resolve them. Phoenix is also a standing item in EX meetings. Mandatory training for managers, employees and HR professionals is forthcoming.</p>	Compensation Liaison Team.		
<p>9. Departmental review</p>	<p>Budget 2017 announced three departmental reviews (DR) and two horizontal reviews to ensure better alignment with priorities, improve the delivery of results and increase efficiency. The School is one of the organizations that is conducting a comprehensive review in 2017–2018.</p> <p>The goal of the DR is to ensure that departmental spending is aligned with priorities and that programs deliver results for Canadians. While cost savings may be a byproduct of these reviews, they are not the goal of the exercise.</p> <p>Many stakeholders are being consulted in the context of the Departmental Review at the CSPS, including deputy heads of other government departments. Questions asked are what they value the most about the School, the least and what they consider would be opportunities for the School.</p> <p>A backstage tour was organized on this topic in November and the same three questions were asked to School employees. Consulting employees is very important, they will be engaged again in January.</p> <p>The Agriculture Union suggested that some employees were suffering from change fatigue.</p> <p>School Management reviewed 2017 survey results and they are looking into what the survey reveals in terms of employees' stress. It is important to keep in mind that the School will continue to evolve. Our client is the Public Service as a whole and we need to constantly adapt to continue to be relevant and be the very best we can.</p> <p>The purpose of the review is to identify the areas the School should be focussing on, to align our resources with priorities.</p>	Nil.		



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10. Round Table, Closing Remarks and Next Meeting	<p>The Agriculture Union appreciated the opportunity to meet, the open discussions, the atmosphere and the positive relationships. The fact that the School is open to considering their suggestions means a lot. They will continue to work with management in a collaborative fashion.</p> <p>Ms. Vreeswijk concluded the meeting by thanking all participants for their contribution. The next meeting will likely be scheduled in April 2018.</p>	Nil.		

APPROVED:

Original signed by:

 Wilma Vreeswijk
 Committee Co-Chair
 Deputy Minister/President

Date

Original signed by:

 Fabian Murphy
 Committee Co-Chair
 National President, Agriculture Union, Public Service Alliance of Canada

Date