



RECORD OF MEETING (ROM)  
Human Resources Branch - Union Management Consultation Committee  
(HRB-UMCC)  
1400 Merivale Road (T3-1-313)  
November 1 2016 – 1:00 p.m. – 5:00 p.m.

1. Welcome and Opening Remarks

❖ Presenter: Colleen Barnes, Chair

The Chair welcomed the participants from the Public Service Alliance of Canada (PSAC), the Professional Institute of the Public Service of Canada (PIPSC) and the Human Resources (HR) staff from the Canadian Food Inspection Agency.

- a) The agenda was endorsed by participants. A request was made to add Phoenix as a topic to the agenda.
- b) The record of meeting from April 2016 was endorsed without changes.
- c) The April 2016 action items were reviewed with the commitment for the CFIA to follow up on the outstanding action items.

Action Item(s):

- The secretariat is to follow up on the outstanding action items and to provide members with a document for tracking purposes.

2. Geographic Restrictions on Staffing Competitions for NCR.

○ Item requested by: PIPSC

❖ Presenter: Hussien Bashah, PIPSC

Purpose:

- To allow employees in the regions to participate in staffing processes open only to the NCR.

Key Points of Discussion:

- A discussion was held to explain the frustrations behind selection processes that are restricted to employees only located in the NCR.
- It was explained that managers choose the area of selection. HR has agreed to encourage management to open their competitions to a broader audience and to promote the Transfer Inventory list. The Unions also reminded CFIA that working remotely should also be considered. Staffing has agreed to explore the potential funding for relocation.

Action Item(s):

- Staffing to provide an update on availability of funding for relocating employees in the areas.

### 3. Temporary Suspension of policy on term appointments

○ Item Requested By: PIPSC

❖ Presenter: Krista Puddester, PIPSC

#### Purpose:

To propose to lift the temporary suspension of policy on term appointments. The Unions expected that after DRAP, the annual review would be brought back.

#### Key Points of Discussion:

- CFIA explained that the policy regarding the review of term to indeterminate employment was not a suspension. It has been agreed to look into the Annual Review of term employment. CFIA has agreed to look into planning to address this issue.

#### Action Item(s):

- CFIA to advise managers to review their staffing plans, in particular their term employees.
- CFIA to reconsider bringing back the Annual Review of long-term term employees.
- Item to be presented the upcoming NUMCC.

### 4. Manager TMQ Performance Evaluation

○ Item Requested by: PIPSC

❖ Presenter: Hussien Bashah, PIPSC

#### Purpose:

- To explore the idea of having managers being performance assessed by their staff.

#### Key Points of Discussion:

- Union representatives discussed the potential benefits of having staff provide performance reviews to their managers.
- CFIA agreed that 180 or 360 assessment tools are useful and that employees and managers should be encouraged to access these tools. This tool would look at leadership competencies and allow feedback in a holistic way across the board.

#### Action Items(s):

- HR will encourage managers to have a open conversation regarding their performance and promote the 180 and/or 360 tool with their staff.

### 5. Employees are told to continue working after hours at their resident with no proper compensation

○ Item Requested By: PIPSC

❖ Presenter: Hussien Bashah, PIPSC

#### Purpose:

- To review the issue of employees requested to work after hours without proper compensation.

#### Key Points of Discussion:

- Unions discussed the rights and responsibilities for employees requested to work after hours on their blackberries or laptops. The unions would like managers to have a better understanding of the collective

agreements and recommended that they take a course offered by the Joint Learning Program after this round of bargaining.

Action Item(s):

- CFIA to follow up with PIPSC on OFSR scenario and provide direction on applications of the Collective Agreement

6. CFIA National Indigenous Strategy

- Item Requested by: CFIA
- ❖ Presenters: Chantal Seeton, Erin Thompson and Michael Reid

Purpose:

- To collaborate with the bargaining agents on the CFIA's National Indigenous Strategy.

Key Points of Discussion:

- The Indigenous strategy was positively received by the members. The Canada School of Public Service is working to develop a course available in the spring regarding Indigenous issues and history. There is no curriculum yet.
- Bob Kingston would like to participate in a focus group regarding strategies surrounding harassment related to Indigenous people.

Action Item(s):

- Bob Kingston offered support and/or materials for training with the focus on harassment issues of Indigenous people.

7. Recruitment Initiative for Individuals with Developmental Disabilities

- Item Requested By: CFIA
- ❖ Presenters: Chantal Seeton, Erin Thompson

Purpose:

- To collaborate with the bargaining agents on the CFIA's recruitment initiative for individuals with Developmental Disabilities.

Key Points of Discussion:

- The initiative was positively received by the members. Feedback received from the unions was to clearly identify the definition of a person with developmental disabilities.

Action Item(s):

- Nil

8. 2014 Public Service Employee Survey Agency Action Plan

- ❖ Presenter: Chantal Seeton

- Rescheduled meeting to discuss PSES further

## 9. Staffing and Recruitment Tiger Team – Driving Continuous Improvement

- Item Requested By: CFIA
- ❖ Presenter: Christina Dawson

### Purpose:

- To inform members of the efforts underway to continuously improve CFIA's staffing and recruitment framework.

### Key Points of Discussion:

- The unions identified that they have not heard of the Staffing Tiger Team and requested a meeting to discuss the progress. General frustration regarding the staffing framework was expressed by both unions. The unions will provide a contact to meet and discuss issues with the Staffing Tiger Team.

### Action Item(s):

- HR to schedule a meeting with the unions and the Staffing Tiger Team.

## 10. CFIA Classification and Organization Design: The Way Forward

- ❖ Presenter: Christina Dawson

### Purpose:

- To inform members of the CFIA Classification and Organization Design: the Way Forward

### Action Items:

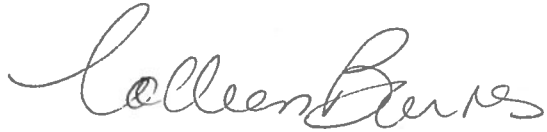
- Nil

## 11. Round Table

### Action items:

- CFIA is to share the Training Framework.
- CFIA is to analyze how to manage and create an Agency-Level working group to discuss career development and to add on the upcoming HRB-UMCC as an agenda item
- CFIA to provide a contact name for Life Events.

<b>CFIA Attendees:</b>	Colleen Barnes Chantal Seeton Luc Rivard Mary Gardiner	Ann Fraser Christina Dawson Karen Trousdale Vickie Boulanger Connie Abbott
<b>PSAC Attendees:</b>	Bob Kingston Fabian Murphy Rick Cormier	Barb Kristjansson Elaine Ouimet
<b>PIPSC Attendees:</b>	Dr. Krista Puddester Hussien Bashah Zeljko Ruzicic Kristy Jackson	Ayman Soryal Jean-Francois Prigent Valerie Coupal
<b>Secretariat:</b>	Gabrielle Charbonneau	



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**Ms. Colleen Barnes**  
**Vice President, Human Resources Branch**  
**Canadian Food Inspection Agency**

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**Date**

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

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**Date**

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**Dr. Krista Puddester**  
**A/President, National Consultation Team**  
**Profession Institute of the Public Service of Canada**

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**Date**