

33 CF H Svcs C

1180-1 (LMCC Mtg)

LABOUR-MANAGEMENT CONSULTATION COMMITTEE

1315 hrs, 5 October 2015

33 CF H SVCS C – CO CONFERENCE ROOM 2ND FLOOR, RM 245-B

Present: Maj Marlène Lefebvre, CO, 33 CF H Svcs C
LCdr Stewart, BSurg, 33 CF H Svcs C
Maj Langevin, Commanding Officer, 1 Dental Unit Det
Réjean (Rej) Bruneau, President, UNDE Local 641
Jeremy Mayer, PIPSC Steward, 33 CF H Svcs C
Sharon Wilkinson, 2nd Vice President UNDE, Member, 33 CF H Svcs C
Karen King, D&T Services Mgr, 33 CF H Svcs C and Co-chair,
Workplace Health & Safety Committee
Hamid Nam, A/Primary Care Mgr, 33 CF H Svcs C
Capt Adrian Storm, Sp Svcs Mgr, 33 CF H Svcs C
Mario Forget, PIPSC Member, D&T Rep, 33 CF H Svcs C

CHRO Advisor: Absent

Regrets: Tom Zaharopoulos, DND NCT Ontario Regional Representative, PIPSC
Peter Jozsa, Interim President, PIPSC Kingston
Susan Easterbrook, UNDE Member, D&T Rep, 33 CF H Svcs C
Kelly Matheson, CHRO Officer for 33 CF H Svcs C

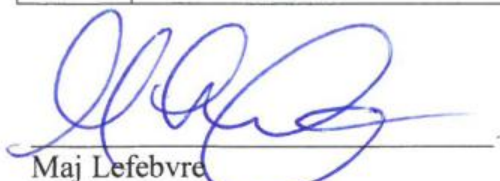
Secretary: Hélène Brillon

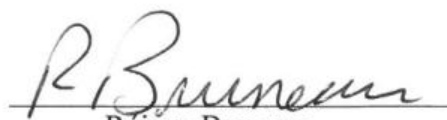
ITEM		ACTION
1.	Opening Remarks Maj Lefebvre called the meeting to order at 1315 hrs. In the absence of Mr. Peter Jozsa who was unable to attend, Maj Lefebvre acted as chair. Although quorum was not met, Réjean Bruneau said that he was satisfied with the representation and both he and Maj Lefebvre agreed that the meeting should take place anyway. Maj Lefebvre presented Maj Langevin from 1 Dental Unit Det who was attending for the first time.	
2.	Approval of Previous Minutes Maj Lefebvre asked everyone if they had read the minutes of the previous LMCC held on 1 June 15 and if there were any changes to be made. None were brought forward.	
3.	Agenda Approval Maj Lefebvre asked for a motion to approve. It was moved by Sharon Wilkinson and seconded by Maj Langevin. The agenda was approved,	

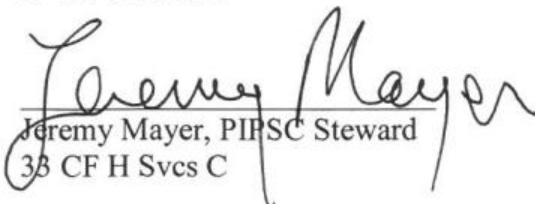
	all in favour. No items were added.	
	STANDING ITEMS	
4.	<p>Standing Items</p> <p>a. <u>Work Force Adjustment</u>: There have been no new activities since the previous LMCC.</p> <p>b. <u>HR Update</u>: No update as the HR Officer was absent.</p> <p>c. <u>Workplace Health & Safety Stats</u>: Karen King reported that there has been no 663 in the past few months. She added that there was a work order submitted to CE some months ago to have magnetic door openers installed to a variety of doors, but no work has been done on any of them. Doors without these openers become a fire issue. Capt Storm will get a status from CE on this, and if need be, Rej will be asked to bring it forward at the next LMRC in January.</p> <p>Maj Lefebvre said that CE repaired the floor in the CDU 1 reception area this last weekend and she thanked CE for doing the work on a weekend, which prevented the disturbance of staff and patients during work hours. CE still has final touches to make to the area. She also said that the Base was very supportive towards the clerks and provided some ergonomic standing work stations free of charge; these will need to be installed by some Med Techs with the help of an experienced person.</p> <p>Rej reminded everyone that winter is on the way and to make sure that snow is cleared and ice is salted.</p> <p>d. <u>Issues and Concerns</u>: None reported.</p> <p>e. <u>Return to Work (RTW)</u>: There is one on RTW currently in Dental and two at 33 CF H Svcs C.</p> <p>f. <u>Number of Grievances</u>: There is no grievance at the moment.</p> <p>g. <u>EAP</u>: No update.</p>	<p>Info</p> <p>Capt Storm</p>
5.	<p>Updated TOR's</p> <p>Hélène incorporated all the changes that were submitted to her in the TOR and distributed the TOR prior to this meeting for everyone to review. These were approved unanimously. No translation to French is required as the unit is unilingual. They could however be translated should the need arise.</p>	H. Brillon
	NEW BUSINESS	

6.	<p>Pay Transformation for Public Servants</p> <p>Following the Prime Minister's announcement in August 2010 on Pay Transformation, PWGSC introduced two projects:</p> <ul style="list-style-type: none"> o Pay Consolidation: Transfer of DND civilian compensation services to the new PWGSC Public Service Pay Centre located in Miramichi, NB o Pay Modernization: Replacement of current pay system with a commercial off-the-shelf solution. <p>Maj Lefebvre attended a brief given on the new process by a compensation advisor a few weeks ago, and was extremely surprised that managers will now be the ones to approve leave, do all staffing for their sections and be involved in certain aspects of the pay through HRMS.</p> <p>Many concerns were brought up by the attendees of the brief. Some of these were: the type of training that will be provided, where the directions will be issued from, when the start date is, the admin time that these new responsibilities will require and thus take away from the time needed to carry out management functions.</p> <p>Capt Storm replied that the initial start date was in December but has been pushed back to February or April.</p> <p>The major pay processes that will be impacted are leave without pay, overtime and acting pay.</p> <p>Concerns were also voiced by the managers regarding the time they will need to spend monitoring leave allowances and the impact on the employees when the signing authorities are away from work and approvals are delayed.</p> <p>Rej reported that compensation advisors will be on site in Kingston only until 31 March 2016. After that, all support will come from Miramichi, a large phone centre that is on a high rotational basis with staffing issues that deal with all public servants.</p> <p>Maj Lefebvre will make certain that everyone attends whatever training will be provided and will see if Kelley Matheson can give the unit a presentation on the new system.</p> <p>This is the link to the brief she attended: O:\33 CF H Svcs C\Admin\Information\Pay-transformation-presentation.ppt.</p> <p>Rej warned that contract extensions need to be submitted six weeks in advance vice the current two weeks and managers will need to initiate the process themselves.</p> <p>Rej wanted everyone to be aware that there can be hitches in the pay at transition time. He reported that one of his members in HR was six weeks without pay when his unit was switched to the new system. There is a link that staff can access to ask for a cash advance in such cases.</p>	Info
7.	<p>New Workplace Safety and Insurance Board (WSIB) new Claim Forms</p> <p>Maj Lefebvre put this on the agenda to see if anyone had any concerns. Rej said that as with the new pay process, managers will now have to</p>	Info

	enter the claims into the system instead of the compensation advisors, including the pay information. Sharon Wilkinson added that the concern expressed by UNDE is that the new process might increase the time required for the claims to be completed, thus payment to the injured employees might be delayed.	
	ROUND TABLE / OPEN DISCUSSION	
8.	<p>LCdr Stewart commented that, after working at the unit for five months, he is impressed with how well management and the various union groups work together and hopes that this will continue.</p> <p>Maj Lefebvre concluded that the team work demonstrated by the different departments in this unit is commendable and thanked everyone for this and said that this is being noticed by other clinics.</p> <p>Rej asked if management is interested in having another JLP training session and offered to pay for whatever costs would be involved. He suggested that PIPSC could also contribute. Rej will send the list to Hélène who will include it in these minutes. Maj Lefebvre warned that the training schedule is already quite crowded for 2016.</p>	<p>Info</p> <p>R. Bruneau H. Brillon</p>
	NEXT MEETING	
9.	The meeting was adjourned at 1403 hrs. The next meeting is scheduled for 11 January 2016 at 1315 hrs in the CO's Conference Room on the second floor of 33 CF Svcs Center. PIPSC will be chairing. Agenda items are due in to the recording secretary NLT 14 January 2016 and the agenda is to be published by 4 January 2016.	Info


Maj Lefebvre
Commanding Officer,
33 CF H Svcs C


Réjean Bruneau
President,
UNDE Local 641


Jeremy Mayer, PIPSC Steward
33 CF H Svcs C

Distribution List

Action

Attendees

Information

UMCC