

**UNDE EVP REPORT TO THE
NATIONAL EXECUTIVE MEETING DECEMBER 2011**

The following represents a chronological list of the EVP's activities following the National Executive meeting and UNDE Triennial Convention in August 2011:

August 23, 2011	Staffing Selection Committee meeting to screen applicants for the UNDE Accounts Clerk position
August 24, 2011	Meeting with the National President and consultant to discuss the redesign and upgrade of the UNDE website
August 29 – September 5, 2011	Vacation
September 6-8, 2011	Conducted the UNDE Accounts Clerk staffing process
September 9, 2011	Chaired UNDE NE Conference Call addressing Local 641 Trusteeship
September 16-19, 2011	Attended the National Fire-Fit Competition in Medicine Hat, Alberta
September 20, 2011	Attended the Canadian Club of Ottawa Luncheon on behalf of the President UNDE; Guest Speaker Nycole Turmel, Interim Leader of the Federal NDP
September 21, 2011	CF Health Services UMCC (report distributed to the UNDE NE and posted on the UNDE website)
September 23, 2011	New UNDE National Officers' orientation COMTRA meeting with website consultant to discuss redesign of the UNDE website
September 29, 2011	Prevention of Violence in the Workplace Working Group meeting
October 4-7, 2011	PSAC NBoD (notes provided to President UNDE)
October 11, 2011	Attended a Lancaster House workshop reference Ontario Bill 168 – Violence in the Workplace (applicable to the UNDE staff)
October 18, 2011	Meeting with NDP Defence Critic David Christopherson and President UNDE

October 21, 2011	National UMCC (notes provided to President UNDE)
October 26, 2011	Meeting with the NHSPC Labour Caucus and the Attended the NHSPC meeting Attended the Pension Advisory Committee meeting with the National President and VP Quebec
October 27, 2011	Meeting with Director Civilian Recourse (formerly DGLRC DLO) and staff to discuss the grievance process and UNDE's concerns
October 28, 2011	CF Housing Agency UMCC (report distributed and posted on the UNDE website)
November 1-4, 2011	Attended the Labour Relations Symposium in Sainte-Sauveur with VP CSE and USO NCR/ON (consolidated report distributed)
November 8, 2011	Attended Local 629 AGM with the VP Ontario
November 9, 2011	Meeting with CLS COS Operations to discuss the Army's HR plans (report provided to President UNDE)
November 20-24, 2011	Attended the Ontario Federation of Labour Convention in Toronto
December 1, 2011	Special PSAC NBoD (notes provided to the UNDE President) Meeting with Directorate, Leadership Talent and Community Management (DLTCM) (formerly DGLPD) to discuss the CPESP (Civilian Scholarship Program)
December 5-9, 2011	UNDE National Executive Meeting

UNDE COMMUNICATIONS AND TRAINING (COMTRA) COMMITTEE

The members of the UNDE COMTRA Committee for the 2011-2014 mandate are Brother Dan Verreault, VP NPF, Sister June Winger, VP Alberta & The North, Sister Arlene Preston, VP Ontario, and the UNDE EVP as Chair. Sister Debbie Graham, VP Newfoundland, Labrador & New Brunswick, a past member of the committee, continues to assist with the development of modules.

Re-design of the UNDE Website. A consultant has been hired to work with UNDE to address the members' concerns that the website is not user friendly, the members'

request for a forum/blog, and to create a secure site for the posting of documents. COMTRA met with the consultant in October 2011 to review the initial work and to provide feedback. The intent is to present the new website to the National Executive at the December NE meeting, launch the website early in the New Year, and to formally present the redesigned website at the UNDE Local Presidents' Conference in the spring.

The UNDE Standing Bylaws Committee has been tasked with developing an on-line protocol for the forum/blog.

UNDE Module 3 – Dealing with the Media. Sister Graham has rectified her computer crash and recovered most of the module that had been previously developed. The module should be available for COMTRA's review shortly. Then it will be shared with the UNDE National Executive.

UNDE Module 12 – Discipline Process Module. Still in development, but very near completion. Question to consider – the PSAC Standing Discipline Committee is continuing its review of Regulation 19 to the PSAC Constitution, included in their recommendations to the NBoD is discipline investigations and training. Does UNDE need a module to cover discipline investigations if the PSAC will have similar, if not the same, training?

UNDE Privacy Training. PSAC has announced that that privacy legislation does apply to unions and also that several provinces have adopted privacy legislation. UNDE President advised the NBoD that UNDE addressed this issue two years ago and that, with the assistance of a consultant, developed a training module. The UNDE module has been shared with the PSAC.

UNDE Business Case Writing Course. BC Region conducted this training in October 2011 facilitated by Sister Preston, the training was well received.

At the October 21 UMCC the VCDS stated that he is looking for ways to save money including [where it is proven to make sense] getting rid of contractors and having the work performed by public service workers. More business cases are needed to prove that our members are the best bang for the buck.

Harassment Training and Intervener Training. Once the UNDE Bylaws and UNDE Harassment Policy have been updated from the 2011 convention, COMTRA will commence the development of the two requested modules.

Common Grievance Language. Several regions have requested that common grievance language be made available to assist the Locals in common grievance issues, example non-renewal of term, rejection on probation, termination, classification. In conjunction, and in consultation with the USOs, the UNDE grievance website currently available is being reviewed and updated to be more user friendly to the members and Local representatives.

Local Presidents' Conference. It is anticipated that a Presidents' Conference will be held in April 2012 (dates to be confirmed). In anticipation, a callout for agenda items was sent to UNDE Vice Presidents early October with a return deadline of January 15, 2012. To date, two regions have responded with suggested items.

*** Lastly, UNDE EVP/COMTRA Chair has asked on several occasions to be included as an information addressee when business cases for training are submitted to the National President. A recent request for Module 8 training resulted in a USO not being available for the period requested because leave had been previously authorized. As a result, another USO was sent into the region to facilitate to meet the NE's previous decision that Module 8 would be facilitated by a USO and member facilitator.

AEU/UNDE LABOUR RELATIONS

Two (2) UNDE staff members filed classification grievances. The grievances were heard by the President UNDE on October 16, 2009. Corrective action being sought: classification upgrade, retroactive to January 2006. Initial arbitration hearing was held on April 21, 2011. Additional tentative dates have been scheduled for 2012.

A staffing process to backfill the Accounts Clerk position for one year is complete and the term staff member commenced work on September 19 (end-date November 1, 2012); 56 applications were received, of which two (2) were UNDE members. Fifteen (15) applicants were invited for interviews, eight applicants were actually interviewed and completed the testing process. The successful candidate is Sister Kim Brackhahn, a member of UNDE Local 629.

In solidarity,
Submitted Electronically
Mary L. Chamberlain
Executive Vice President

Attached:

USO Reports
Concurrence Resolutions from 2011 Triennial Convention

USO REPORTS

September 1, 2011 to November 30, 2011

USO: Anne-Marie Lusignan

Region: New Brunswick – Newfoundland – Labrador and Nova Scotia

The following report covers the period in question, which identifies my activities, functions as the UNDE Union Services Officer responsible for the Atlantic Provinces and Labrador since September 2011.

I receive daily electronic queries and phone calls, which I must address and responded to and some subjects fell under the following:

Annual leave entitlement	Staffing of Acting appointment
Shift scheduling	Vacation leave carry-over
Work description content	Writing work description
Duty to Accommodate	Overtime hours
Harassment Investigation	Disciplinary action
Lateral transfer	Non-renewal of term
Investigation process (3)	Performance Evaluation
Retroactive classification	Workforce Adjustment
Health & Safety	Compressed Work Week
Altercation M & M	PTSD situation

Additional time of my workload was devoted to dealing with research in response to issues outside grievance issues, such as:

Research of jurisprudence/precedent cases to provide to members;
 Prepared mediation (first time mediation was cancelled)
 Researched material for Adjudication referrals queries;
 Prepared and researched final level grievances dealing with:

Article 61 (transfers)	Reinstatement
Assignment of acting duties	Work Description content
Hours of work;	scheduling of shifts
Classification timelines	Duty to Accommodate
Letter of Discipline	Non-renewal of Term

USO: Brendalee Blaney
Region: Prairies and the North

The following reflects a list of my activities for the period **1 September 2011 – 30 November 2011**

- Reviewed/represented files under the following subjects:

Discrimination	Discipline
Harassment	Pay Rates
High Angle Rescue Allowance	Fitness to Work
Sick Leave Policy	
Dangerous Goods Allowance	

Co-facilitated Module 8 Training in Gagetown, N.B.
Continuing Mediation on a NJC Grievance concerning the Travel Directive

-Also responded to a number of inquiries via telephone

In Solidarity
Brendalee Blaney
USO Prairies and the North

USO: Louis Bisson
Region: PSST & Separate Employer

1) Public Service Staffing Tribunal

Decision issued since my last report

NB: 1
ON: 1
NS: 1 decision for 2 complaints

Waiting for decisions:

NB: 1
Québec: 2
BC: 1

Scheduled for an hearing

NB: 1 in March 2012
ON: 2 in total (1 in February and 1 in April 2012)
Québec: 1 in March 2012

New PSST complaints

Nova Scotia: 3
Manitoba: 1
Ontario: 3
NCR: 1

2) Grievances Separate Employers

A) Labrador & Newfoundland

IMP Gander:

Irregular job posting: 1 group grievance
Vacation Pay: 1 grievance
Flight Pay: 4 new grievances

Serco:

Duty to accommodate: 1 new grievance

Rate of Pay: 13 new grievances (we were able to resolve 11 grievances at the final step and 2 have been referred to arbitration)

Termination / Discipline: 2 new grievances scheduled for an arbitration hearing on April 4, 2012

The PSAC Grievance and Adjudication Officer resolved the suspension grievance that was scheduled for October 26 & 27, 2011

Acting Pay: 2 grievances at the arbitration level scheduled for December 13-15, 2011

B) Ontario

Sunlite / Omni (Petawawa):

Suspension / Termination: 3 new grievances (2 are at the final step and 1 was referred to arbitration)

Discipline: 1 grievance referred to arbitration (Troy Demers) waiting for an hearing date

IMP (Trenton)

Severance pay: 2 grievances still at the arbitration level and waiting for an hearing date

C) British Columbia:

IMP Comox:

Acting pay: The 2 grievances scheduled for an hearing on September 8, 2011 have been resolved

Schedule (Op Podiums): the 64 grievances scheduled for an hearing on September 13 & 14, 2011 have been resolved

Suspension: 1 grievance scheduled for an hearing on March 7 & 8, 2012

3) Daily activities

- Provided e-mail and telephone advice and / or guidance on various subject to UNDE members from all regions of Canada, several local executives across regions of Canada and/or National Executives Officers.

- Meet with UNDE members, local executives and/or National Executives Officers either at the National office or at their DND's location in several regions of Canada.

- Represented UNDE members during fact finding sessions, mediations, informal discussions, exchanges of information, pre-hearing conference, settlement conference, grievances procedure and hearings in several regions of Canada.

4) Other:

1) The next Tribunal's Advisory Committee is tentatively scheduled for February 2012. The proposed dates are February 16 or 22 from 1:30 to 3:00

- 2) Meet the executive of Local 91018 in Comox and assisted the BC regional Representative during a Grievance Handling Course (September 2011)
- 3) Attended the PSAC webinar WFAA - how to inform and defend your members (November 2011)
- 4) Was a guest speaker at the PSAC Advance Representation Course (November 2011)

USO: Paul Dagenais
Region: Classification

Classification Grievances: from September 1, 2011 to November 30, 2011, within this period I represented 49 grievances in 28 hearings. To this date 49 grievances have yet to be replied to, 5 (grievances) were withdrawn.

BC:4, MB/SK:0,AB/N:7 NL/NB:0, NS:8, ON:16, QC:14,NCR:0 total 49

In addition, I provided advice and guidance on classification and subjects including interpretation of collective agreements, harassment and discrimination. Furthermore, I responded to numerous e-mails as required.

*USO: Lucette Charron
Region: Quebec and BC*

Please find hereunder my activity report covering the Québec and British Columbia regions for the above noted period.

During this period, I handled grievances relating to the following subject matter:

- Suspension 3 days – 1
- Suspension 7 days – 1
- Harassment investigation - 2
- Sick leave - 1
- Discharge – 1
- End of term employment - 4
- Written Reprimand – 1

In addition, I provided advice and guidance on a variety of subjects including interpretation of collective agreements, NJC Directive(s), sexual and personal harassment and discrimination based on a variety of prohibited grounds. This advice/guidance was provided to Locals &/or National Officers in the above regions and in other regions, when required.

Furthermore, I responded to e-mails within my regions and other regions, as required.

In Solidarity,

Lucette Charron
Union Services Officer
QC & BC Regions

*USO: Paula Dignan
Region: NPF & CSE*

The following report covers my activities, functions, involvement and responsibilities as an UNDE Union Services Officer for NPF and CSE from August 1 to November 30 2011. During this period I also acted as a backup for Sister Lucette Charron USO for Quebec and BC.

Portfolio specific issues.

NPF

The grievance process.

On October 14th UNDE representatives including myself and Brothers John MacLennan and Dan Verreault attended an important meeting with the Brigadier General Bigelow CEO of SNPF (Staff of Non Public Funds). This was a productive meeting as the CEO NPF agreed to ensure that final level grievances be heard by senior operational management directly and not simply heard by labour relations advisors who then have to brief the management thereby significantly limiting the right to be heard of Union members. Management has agreed to a 1 year trial of this new process. UNDE firmly believes that this will make management more aware of the impact of disciplinary decisions in the workplace and hopefully also encourage management to be more accountable for resolving workplace issues and not simply delegating to labour relations advisor the responsibility to deal with issues.

To date one grievance has been heard by the CEO and several more are waiting scheduling.

Employment Equity.

UNDE received a copy of NPF's 3 year employment equity plan to ensure a diverse and equitable work place. UNDE reviewed the documents and sent comments to the employer but no response was given. UNDE will again try to raise this issue should a forum for this consultation can be organized.

PSLRB Mediation.

Discussions between NPF and UNDE are ongoing to arrange a preventative mediation session aimed at pinpointing the underlying conflict issues present at a workplace with a high number of unresolved grievances. The mediation session that will soon be scheduled is expected to bring solutions to problems that will have been jointly developed to better the workplace.

CSE

Assistance in staffing complaints

CSE is not subject to the Public Service Employment Act (PSEA). Members who feel aggrieved regarding a staffing process must submit individual complaints through an

internal organizational process. As USO I am responsible to provide final level representation for members who have filed complaints.

Position reviews and market allowance

Following 2 separate policy grievances against CSE regarding the allocation and implementation of market allowances for certain CSE members, management has recently reviewed over 900 job descriptions and will be advising staff who is newly eligible to receive this allowance. The Local has advised the UNDE National office of the communication strategy proposed by management regarding the position review and the proposed recourse mechanism to be followed should members disagree with their position review. As USO I met with Local representatives to discuss the implications of the informal recourse mechanism and the Unions role in endorsing management's role out of the review.

Other USO duties

During this period, I have regularly provided advice, assistance and guidance to Union representatives, and individual members through e-mails, correspondence and telephone calls, the following list highlights issues that have been at the forefront.

- Questions and concerns regarding Local budget allowances and Bylaw provisions.
- Clarification on issues of compensation and overtime.
- Issues around return to work and duty to accommodate.
- Consultation through LMRC's.
- Pension issues.
- Questions regarding the Official Languages Act.

I attended training seminars dealing with; workplace conflict, assessing undue hardship, bullying bosses and good faith bargaining.

I have also reviewed and become familiar with current PSAC material regarding WFA and Mental Illness in the workplace.

Respectfully submitted,
Paula Dignan

USO: Bev Gallagher
Region: NCR

- Attended various workshops at a labour symposium in St-Sauveur the first week of November.
- Attended a meeting between all USOs and our DND counterparts.
 Answered telephone and e-mail queries
- Problem solved with my DND counterpart in DGWM
- Prepared grievance hearings
- Represented members at grievance hearings
- Mediated memorandums of agreement
- Read relevant documentation to keep abreast of new information
- Attended meetings as a resource person and as requested by Management
- Answered questions from the PSAC reps who are preparing cases for adjudication

I believe that I have established a good rapport with most of the Locals in my regions and that we communicate regularly in an attempt to resolve issues before they become the subject of a grievance. I want to help the locals set themselves up for success in grievance hearings at first and second levels where there is a greater chance of achieving the desired corrective actions. I am waiting for responses to 21 grievances.

Breakdown of the current outstanding grievances for Ontario:

- Overtime = 2
- Severance pay = 1
- Recovery of monies owed to the Crown = 1
- Vacation leave = 1
- Performance review = 1
- Requirement to empty trash = 1
- Negative comments during staffing process = 1

Breakdown of the current outstanding grievances for the NCR:

- Rejection on probation = 1 (ongoing harassment investigation)
- 1 day suspension = 1
- Duty to accommodate = 1
- Harassment = 2

- Parking fees = 2 + 2 group grievances
- Recovery of monies owed to the Crown = 1
- Medical certificate requirement = 1
- Telework = 1

CONCURRENCE Resolutions falling under the responsibility of National Office and/or COMTRA:

General 89

BE IT RESOLVED that UNDE establish a link to the Regional Vice President reports under each existing Regional webpage;

BE IT FURTHER RESOLVED that for ease of navigation, the model to be used be based on the Manitoba/Saskatchewan Regional webpage;

BE IT FURTHER RESOLVED that UNDE institute this change to the UNDE website as soon as possible after the close of the 2011 National Triennial Convention.

General 97 (also covering 102)

BE IT RESOLVED that minutes including recorded votes be written within two months of a UNDE Triennial Convention;

BE IT FURTHER RESOLVED that these minutes be posted on the UNDE website within two months of a UNDE Triennial Convention.

COMPLETE

General 98

BE IT RESOLVED that the UNDE national office have an email encryption system to allow for fast and secure communication with local and regional representatives.

Costed at \$9,500.00

General 99

BE IT RESOLVED that UNDE and its local officers identify the actions to take with the employer to bring about a marked improvement in compliance with the deadlines set out and negotiated between the parties.