

MINUTES

UNION-MANAGEMENT CONSULTATION COMMITTEE (UMCC) DEFENCE RESEARCH & DEVELOPMENT (DRDC)

HELD ON DECEMBER 12, 2014, 13:00 TO 15:00
305 RIDEAU STREET, OTTAWA

Chairperson

Dr. Marc Fortin, Assistant Deputy Minister (S&T)/CEO DRDC (Co-Chair)

Mrs. June Winger, Executive Vice-President, Union National Defense Employees (Co-Chair)

In Attendance

Ms. Huguette Chevrier, Employment Relations Officer, Professional Institute of the Public Service of Canada

Dr. Andrew Billyard, Steward Professional Institute of the Public Service of Canada

Dr. Camille A. Boulet, Chief of Staff ADM (S & T)

Ms. Mylene Ouellet, Director General S&T Corporate Services (DGSTCS)

Mr. Paul Pulsifer, Acting Director General S&T Centre Operations (DGSTCO)

Mrs. Lynn Harper-Ciarroni, Senior Manager S&T Civilian HR

Francine Séguin, Labour Relations Advisor S&T Civilian HR

Observers

None

Absent

Ms. Isabelle Petrin, Canadian Association of Professional Employees

ITEM SUBJECT	DISCUSSION	ACTION
I. Opening Remarks	Dr. Fortin opened the meeting, welcomed June Winger as co-chair and welcomed all the participants. Participants introduced themselves.	
II. Approval of Agenda	The Agenda was approved by the Committee members.	
III. Review of ROD – Actions Items from 10 June 2014 meeting	The minutes were reviewed and discussed: <u>Publication process.</u> The ADM provided an update on the publication process. There were challenges placing the publications on DWAN, therefore they will be moved to DRENET. A new Editor in chief, Mr. Michel Ducharme has been nominated. DSTKIM is moving forward on the backlog with	

more resources. Thus, more progress is expected in the coming weeks and months. Dr. Billyard mentioned that there is inconsistency in report distribution creating confusion with the military client and suggested that there could be centralized mail boxes. The ADM indicated that with all the e-mails received, individuals might find this e-mail irrelevant and erase it. Dr. Graham said that he prefers the personalized distribution list with context from the Center Director (CD). Dr. Paul Pulsifer mentioned that at the beginning of a project it is usually clear around the table where the work will be done and who the report will come from. There is a need to have consistencies across all centers.

IT equipment

Shared Service Canada (SSC). The ADM indicated that there are concerns and some frustration with most other departments. Our DM spoke with the President of SSC. He further stated that our IT staffs are working to improve the relationship with SSC. Mrs. Ouellet mentioned that for procurement, there is a new process and one point of contact. The ADM mentioned that we will soon have all the same e-mail address since we are all employees of the federal government.

Values and Ethics Framework

Dr. Boulet explained how there are on-going conversations on S&T integrity. There are a lot of tools assisting employees and managers in assessing situations on ethical questions. The Chief of Review Services (CRS) can advise on disclosure, if needed. We expect all employees to have completed the Values and Ethics on-line training. Dr. Billyard proposed that there be an ad-hoc committee to discuss specific challenges. Dr. Boulet said that he believes the education process is a good way of addressing challenges. Dr. Boulet further mentioned that there are confidential disclosure mechanisms on how research is conducted.

Consultative Committees

The ADM mentioned that he learned a lot from meetings with the employees during his tour across the country and only has a few places left to visit in Ottawa. He attended 48 sessions with the employees and his executive assistant, Emily Pearce, is preparing a summary of the issues that were raised. This report will be posted on DRDC Info. One recurring comment was about communication in general. For one thing, our current tool is not user friendly. DSTCOMMS is always looking for efficient ways to communicate. The ADM wants to raise the bar and create opportunities to talk. He will focus on making communication more efficient in 2015. Lynn Harper-Ciarroni mentioned that the Public Service Employee Survey results will come out in February 2015 and along with the visit report, management will have a broader picture of employee concerns.

ADM Office to follow-up Summary to be published

EG PDP

The ADM indicated that the program will soon be rolling out across the country. Lynn indicated that the job descriptions are in development, we are expecting implementation by April 1st, 2015. Mrs. Winger wants employees to know that this program is an employer driven project and not necessarily co-sponsored. She indicates that she would welcome consultation on this program. She noted that there has been issues with the independent recourse mechanism with the DS group and wants to have discussions with management to ensure fairness in the pay system for the EG group. Other unions are quite interested in this new program. Mrs. Winger asked if it would have been possible to integrate the Apprenticeship Program into the EG program? Mrs. Harper-Ciaronni explained that the AODP has a different funding system. The inclusion of the EG-06 level is still being reviewed.

HR to follow-up

ADM (IE) Transformation

Mrs. Ouellet mentioned that both L1's have agreed on the positions and the funding to be transferred. We are awaiting all L1's Inter-Capability Component Transfer (ICCT) before formal transfer occurs. The expected date for transfer is April 1, 2015. For now, it is business as usual. On another note, the ADM mentioned visiting the construction site in Halifax and that it is quite impressive.

Smart Sourcing

The ADM mentioned that DRDC will always work with partners, e.g. academia, industry or with international allies. DRDC is an agency of science delivery as it was confirmed in the S&T strategy published in Dec. 2013. We are focusing on our unique role which is classified, sensitive and strategic research. The deck used during Dr. Fortin's visits will be posted. Dr. Billyard talked about the Deficit Reduction Action Plan (DRAP) and how people are still wary of Capability Review because of the DRAP. The ADM indicated that the S&T work plan has been approved and he asked Centre Directors to identify pressure points to build depth.

PMA

Mrs. Harper-Ciaronni explained that there is still discussion about how the Review Panels will be set up. Departments are waiting for a new form from the Office of the Chief Human Resources Officer (OCHRO) for Talent Management. Although she did not have exact completion rates on hand, most mid-year reviews were done. Dr. Billyard asked if employees who are retiring soon still have to follow the process. Dr. Boulet explained that it is essential that they establish their business activities around mentoring and transfer of knowledge.

	<p><u>Employment Equity (EE)</u> Leon Cheng and Lynne Genik, with the help of the committee, have done great work. The EE Action Plan has been shared with corporate offices. Dr. Billyard asked if there has been an investigation on the attrition rate and why women leave the job. To that effect, the ADM is aiming to ensure women participate on selection committees. Mrs. Harper-Ciarroni indicated that we are training one of the human resources staff as the Official Language and Employment Equity officer. We should therefore be able to organize more sensitivity and awareness training.</p> <p><u>Electronic Bulletin Board.</u> Item closed</p> <p><u>Organizational charts</u> Our human resources office is working on redrafting organizational charts. There will be high level versions on the Expertise Directorate and one detailed version for organizational management.</p> <p><u>Operationalization of the new DS Independent Recourse Mechanism (IRM)</u> Mrs. Huguette Chevrier mentioned that the IRM has an impact on the career progressions of employees. Although there is a deadline of 100 days in the process, there is at least one case which has taken 7 to 8 months. Mrs. Harper-Ciarroni mentioned that she spoke to the ADM HR (Civ) corporate office and they have made a list of improvements they would like to tackle in the new year. The ADM acknowledged that this was the first year of implementation. Mrs. Chevrier asked management to consult with the bargaining agent on the proposed changes and not after the fact to which Mrs. Harper-Ciarroni agreed that consultation would occur.</p> <p><u>TC Collective Agreements</u> All collective agreement booklets have been distributed across the country. Item closed.</p>	<p>HR to follow-up</p> <p>HR to follow-up</p>
<p>IV (1). Union Item from UNDE</p>	<p><u>New Business</u> Mrs. Winger raised the question about the Quest which did not sail last summer. The RCN is presently assessing alternative options with their partners. Management will continue to work with the Navy to ensure capability for research at sea.</p>	<p>Office of ADM to follow-up.</p>
<p>V (2). Other Items</p>	<p><u>Firebird and Firebrand.</u> Mrs. Winger asked if others were aware of a situation about Firebird in Halifax which is off line and that consequently there are no firefighting capabilities. She is asking if this situation could have consequences for her members. The ADM will enquire with Dave Hazen.</p>	<p>Center Director in the Atlantic to follow-up</p>

	communicated. Meanwhile, all occupants of 305 Rideau will move to 400 Cumberland in January 2015.	
VII. Closing Remarks - Next Meeting	Dr. Fortin thanked every one for their participation and commitment. Any topics are welcome for the next meeting and are to be addressed to S&T HR.	All

These Minutes are approved.

C. Bourne A/ADM
 Dr. Marc Fortin, Co-Chair

J. Winger
 Mr. June Winger, Co-Chair

1 04 2015
 Date

Apr. 7, 2015
 Date