

## **Union Management Consultation Committee (UMCC)**

11 June 2010 9h00hrs – 1200hrs / Conference Room “B”,  
National Defence Headquarters, 101 Col By

- Co-Chairs:** Mr. W. Pentney, Associate Deputy Minister  
Mr. J. MacLennan, National President, Union of National Defence Employees (UNDE)
- Members:** VAdm J. A. D. Rouleau, Vice Chief of the Defence Staff  
Capt(N) J.L.A. Garceau Representing Chief of the Maritime Staff  
LGen A. Leslie, Chief of the Land Staff  
MGen T.J. Lawson Representing Chief of the Air Staff  
MGen W. Semianiw, Chief of the Military Personnel  
Mr. D. Ross, Assistant Deputy Minister (Materiel)  
Mr. L. Surtees, Representing Assistant Deputy Minister (Finance and Corporate Services)  
Ms. C.L. Binnington, Assistant Deputy Minister (Human Resources-Civilian)  
Mr. S. Stevenson, Assistant Deputy Minister, (Infrastructure and Environment)  
Dr. R.S. Walker, Assistant Deputy Minister (Science and Technology)  
Mr. K. Radford, Representing Assistant Deputy Minister (Information Management)  
Mr. G. Maxwell, President, National Consultation Team, Professional Institute of the Public Service of the Canada (PIPSC)  
Mr. T. Denault, President, Federal Government Dockyard Chargehands Association (FGDCA)  
Mr. L. Brown, President, Federal Government Dockyards Trades and Labour Council (East) (FGDTLC-E)  
Mr. D. Rogers, President, Federal Government Dockyard Trades and Labour Council (West) (FGDTLC-W)  
Mr. M. Boucher, President Canadian Merchant Service Guild (CMSG)  
Mr. G. Boland, Representing the Association of the Canadian Financial Officers (ACFO)  
Ms. D. Forsythe, Representing Agriculture Component (PSAC)  
Mr. P. Cameron, Representing the International Brotherhood of the Electrical Workers (IBEW Local 2228)
- Regrets:** Mr. R. Fonberg, Deputy Minister  
VAdm P.D. McFadden, Chief of the Maritime Staff  
LGen J.P.A. Deschamps, Chief of the Air Staff  
Mr. K. Lindsey, Assistant Deputy Minister (Finance and Corporate Services)  
Mr. J. Turner, Assistant Deputy Minister (Information Management)  
Mr. D. Boulet, Business Manager, International Brotherhood of the Electrical Workers (IBEW Local 2228)  
Mr. B. Kingston, President, Agriculture Component (PSAC)  
Mr. M. Isaacs, President, Association of the Canadian Financial Officers (ACFO)  
Dr. J.-M. Noël, President, Canadian Military College Faculty Association (CMCFA)

## **ITEM 1: OPENING REMARKS**

1. Mr. Pentney welcomed the participants and presented the Deputy Minister's regrets for his absence. He also thanked VAdm Rouleau, LGen Leslie and MGen Seminiaw for their participation on the Committee as they were going on to new appointments. Mr. MacLennan noted that this was his last meeting as Union Co-Chair as his two year term had ended.

## **ITEM 2: ACCEPTANCE OF PREVIOUS MINUTES AND OF AGENDA**

2. Mr. MacLennan asked for the committee's acceptance of the previous minutes and of the agenda. The minutes and agenda were accepted.

## **ITEM 2 (continue): PREVIOUS BUSINESS**

3. Mr. Pentney reviewed the previous business with specific inputs from the responsible L1's.

4. Mr. Pentney noted that the discussion on the DND workforce would take place during the meeting.

5. Ms. Binnington confirmed that the information on the numbers of terms by location had been sent to Mr. MacLennan on 19 February 2010. Mr. MacLennan noted that he had received another batch recently.

6. Mr. Surtees confirmed that the response to the Bargaining Agents concerns on the Parking Policy was sent to Union Co-Chair by mail on 30 November 2009.

## **ITEM 3: OVERVIEW OF DND RESOURCING**

7. Mr. Pentney introduced this item by observing that the world economy was recovering from a recession but there was still much uncertainty. As a result, funding for Federal departments may be impacted in the next few years. He then outlined the approach of the presentation and asked Mr. Surtees to begin.

8. Mr. Surtees provided information on the department's budget, including the history of the budget over the past three years, the current FY and future budgets, and information on the impact of the March 2010 Federal Budget.

9. VAdm Rouleau presented the second portion which included information on the budget allocation based on CFDS pillars, such as the last three year's history of DSP, the current FY and future DSP, DND's investment plans and information on DND's personnel. Notably, VAdm Rouleau indicated that funds had been allocated for the next fiscal year to cover the 1.5% increase for employee salaries, therefore individual L1 organization would not be required to locate funds within their organization to pay for these salary increases.

10. The third section was presented by Ms. Binnington who provided information on DND's civilian population by L1 organization and occupational group. She also provided information on succession planning.

11. Mr. Pentney introduced the final section and asked that L1's provide information on the impact of the budget on their respective activities and their approaches to address it.

12. CMS: Capt(N) Garceau noted that due to work demands, the civilian population of CMS had grown steadily from 2004 to 2009, but MARCOM was no longer growing the organization. It was expected that notional allocation and expected revenue would be sufficient to cover the current indeterminate workforce but, if required, possible reductions of indeterminate employees would be managed through attrition. Finally, he noted that between 416 and 573 people/apprentices are ideally required for FY 10/11 and any hires would be against prioritized work.

13. Mr. Brown inquired on the funding for apprentices. VAdm Rouleau advised that 25 million had been allocated for the program for this current fiscal year. He also noted that they were currently reviewing funding until fiscal year 17/18.

14. CLS: LGen Leslie advised that he had taken a proactive response to the SWE reductions since Fall 2009. This included his personal review of staffing requests for new growth and term roll-overs. He noted that CLS would be filling vacancies based on priorities, and would perform an establishment review of Army- regular forces, reserves and civilians to determine future needs, and as per Mr. MacLennan's interjection, it was acknowledge that that civilian employees cost less than others. Finally, due to the SWE pressures, he indicated that the Army would continue to monitor civilian overtime, payout of civilian leave and staffing of vacancies.

15. Mr. MacLennan noted that CLS had recently provided the opportunity for UNDE, PIPSC and IBEW to meet with Base Commanders which was very useful to both and suggested other L1's might also find it advantageous.

16. CAS: MGen Lawson indicated that CAS would prioritize positions within existing SWE in order to address Air Force requirements. CAS would be conducting a qualitative assessment of Air Force establishments using a validation methodology under development. He noted that any required establishment adjustments would be achieved through attrition.

17. ADM (Mat): Mr. Ross remarked that the Capital Program was adequately funded for FY 10/11 and the National Procurement program had received an increase for FY 10/11. He advised that the Mat Gp O&M budget had been reduced by \$23.4M and the SWE, which had been growing for the previous four fiscal years, would not experience growth but would also not be reduced.

18. ADM (IM): Mr. Radford advised that in-year pressures had caused reductions in service levels. Therefore the IM Group was working with L1's/ECS' through the IT Rationalization WG to determine IM/IT transformation opportunities that will improve service and reduce costs. Activities supporting IM/IT transformation are detailed in the Functional Planning Guidance which was issued on 5 May 2010.

19. CMP: MGen Semianiw advised that all programs were being capped at status quo and there would be no authority or flexibility to expand or enhance programs unless specifically authorized

by CMP. He noted that, to operate within budget, it might be necessary for L2's to reduce the strength of its temporary workforce, but contracts currently in place would be respected.

20. ADM (IE): Mr. Stevenson noted that the impact of financial pressures was manageable but that the Group was below establishment in some areas.

21. ADM (S&T): Dr. Walker advised that ADM (S&T) would manage pressures on its SWE and would change program priorities through HR planning and attrition. He noted that they would continue to put emphasis on the development of staff through internal assignments, training and talent management.

22. Mr. MacLennan advised that UNDE would continue to pressure the department to cut contractors as a means to reduce expenditures.

#### **ITEM 4: RENEWAL OF THE DND CIVILIAN EMPLOYEE RETURN TO WORK PROGRAM'S 'NATIONAL JOINT DECLARATION POSTER'**

23. Mr. Bruce Christianson, Staff Officer - Civilian Health and Return to Work Coordinator, provided information on the Return to Work 10<sup>th</sup> Anniversary Promotional Campaign. Mr. Christianson also solicited the signatures of the Bargaining Agents/Unions for the promotional poster of the campaign.

24. Mr. Maxwell noted that he was looking to convince the PIPSC's senior executives to sign the poster, however, he remarked that he would not be able to meet the 30 June deadline. He also asked Mr. Christianson if his group could make a presentation for the PIPSC representatives, which Mr. Christianson agreed.

25. Mr. MacLennan noted that the signing should be postponed so that the unions could review the program. Mr. Pentney noted the value of the program and that it would be important for the unions to endorse it. **Action: VCDS agreed to solicit the signatures of the Unions offline.**

#### **ITEM 5: IM/IT RATIONALIZATION AND DND SHARED SERVICES**

26. Mr. MacLennan invited Mr. Maxwell to discuss this issue. Mr. Maxwell advised that following a complaint that PIPSC had registered with the Public Service Relations Board in 2006, Committees were established with the Information Management Transformation Project's Office of ADM(IM) to discuss issues related to the IM/IT Rationalization and DND Shared Services. After 4 years of Consultation, PIPSC noted that the Committees did not have the authority to take decisions on issues affecting the Navy, Army or Air Force. As a result, Mr. Maxwell proposed that an Ad Hoc committee be established which included representatives from ADM (IM), CMS, CLS and CAS.

27. Mr. Radford advised that he would be willing to establish such a Committee which he would Co-Chair. He would discuss the issue of management members offline. **Action: ADM (IM) agreed to establish a Committee.**

## **ITEM 6: CONTRACTING AUTHORITY FOR DCC SERVICES**

28. Mr. MacLennan raised concerns on the contracting authority for DCC Services. He noted that he had raised this issue with CAS and ADM(IE) and had been given different responses.

29. MGen Lawson explained that Air Force construction engineering teams are highly tasked with base issues and hard pressed to provide sufficient attention to satellite infrastructure. As an example, the Wing Commander at CFB Trenton has responsibility for the armouries in Belleville and Peterborough which, given the distances involved, required an inordinate effort on behalf of his Wing Logistics Officer's team of military and civilians. As a result, the Air Force was looking to carry out effective maintenance for such sites using alternate methods, such as contracting, but that such solutions would not result in a reduction of civilian positions.

30. Mr. Stevenson added that the department will always have a mix of Canadian Forces members, employees and contractors, the question was the right balance. For example, Mr. Stevenson referred to fire inspections which are contracted out at some bases. The department must ensure that it completes its mission while ensuring that employees work in safe environments. He noted that the department should focus its highly trained employees to work on duties of the core mission. As such, the department would sometimes need to rely on the market. He assured Mr. MacLennan that the department remained committed to consulting on this issue.

31. Mr. MacLennan indicated that on a few occasions the department had consulted with the unions after decisions had been made. He added that the unions also did business cases of their own and could demonstrate the cost savings of using employees instead of DCC. Finally, he remarked that he wanted to see the department's business case when consulting on this issue.

## **ITEM 7: NOTICE OF INTENT TO TRAVEL**

32. Mr. MacLennan invited Mr. Brown to raise concerns on the Notice of Intent to Travel. Mr. Brown advised that a few regions had sent emails to employees advising them that the Notice to Intent to Travel was mandatory, to be filled when travelling outside of the North America. The Bargaining Agents were having issues with their members completing this form as it required employees to provide personal information.

33. VAdm Rouleau noted that the form was not mandatory and employees were not required to complete it, unless the employee is employed by a local organization which deals with sensitive information. He advised that a Departmental Security Committee had been established and that it would be discussing this issue at their meeting which is scheduled to be held in the next few weeks.

34. Mr. Brown asked the department to send clear direction advising managers that the Notice to Intent to Travel is not mandatory. Mr. Pentney responded by indicating that it may be difficult for the department to issue direction as some areas may need to have employees complete the form due to their duties.

## **ITEM 8: PARKING POLICY**

35. Mr. MacLennan initiated the discussion by advising that disabled employees, which already had a designated parking space associated with the proper Handicap Pass which was issued based on a physician assessment were now being asked by managers to provide another doctor's certificate. He also had heard that TBS had delayed charging parking fees for a year for employees with mobility issues and wanted to confirm that this was true.

36. Mr. Brown asked how the fair market value would be assessed throughout the country, especially in areas where there was no local transportation. He also noted issues with scramble parking.

37. Mr. Surtees advised that the assessment of fair market value had been done for the major cities but was not yet completed for all DND locations. He expected however, that if there was no parking available outside the base or unit, the fair market value would be 0\$. He also noted that as long as there were no assigned spots it would not be a taxable benefit according to CRA. In the National Capital Region most parking contracts were set to expire in June, however there were outstanding issues that needed to be resolved with PWGSC and TBS before the new fair market value rates could be implemented. Once he received more information, he would communicate it as quickly as possible.

38. Concerning the issue of employees with mobility difficulties, a new definition for priority parking purposes was established following the implementation of the DOAD on Parking in March 2009. This definition was determined following discussions with various stakeholders, and it provides that the entitlement to priority parking be given to employees who do not have the ability to walk 100 metres without assistance which was in line with the CRA definition. As a result, employees were being asked to provide a doctor's certificate to confirm that they meet this definition. He added that TBS was reviewing its definition for employees with mobility difficulties. As a result, TBS has allowed a grace period to departments and agencies who may want to reassess their existing accommodation arrangements until further guidance is provided in Dec 2010. TBS has not otherwise imposed any policy direction with respect to this issue.

39. VAdm Rouleau added that employees who meet the definition of employees with mobility difficulties would be entitled to priority parking but would still be required to pay for parking, as per TBS policy.

40. Mr. Pentney indicated that it was important that communication was provided to dispel any rumours. The Bargaining Agents agreed.

## **ITEM 9: L1 REPORTS**

41. ADM (HR-Civ): Ms. Binnington had no issues to raise.

42. ADM (Mat): Mr. Jacobson had no issues to raise.

43. ADM (IE): Mr. Stevenson had no issues to raise.

44. ADM (IM): Mr. Radford had no issues to raise.

45. CLS: LGen Leslie had no issues to raise.
46. CAS: MGen Lawson had no issues to raise.
47. VCDS: VAdm Rouleau had no issues to raise.
48. CMS: Capt(N) Garceau noted that CMS would be launching phase 2 of the Employment Equity Trades Orientation Program and commented on the success of phase 1.
49. ADM (Fin CS): Mr. Surtees advised the Committee that Canada Post would be coming to DND's mail offices to review our mail service delivery that may result in relying on other sources such as contractors.
50. CMP: MGen Semianiw had no issues to raise.
51. ADM (S&T): Dr. Walker had no issues to raise.

#### **ITEM 10: ROUND TABLE**

52. IBEW: Mr. Cameron had no issues to raise.
53. FGDTLC-E: Mr. Brown had no issues to raise.
54. ACFO: Mr. Boland had no issues to raise.
55. FGDCA: Mr. Denault had no issues to raise.
56. CMSG: Mr. Boucher had no issues to raise.
57. PIPSC: Mr. Maxwell had no issues to raise.
58. PSAC: Ms. Forsythe had no issues to raise.
59. FGDTLC-W: Mr. Rogers remarked that he was pleased with the Minister's ship building strategy and it was good news for the Pacific Region, but he was disappointed in the two year delay. He was looking forward to receiving any documentation concerning this. Mr. Pentney advised that the reason for the two year delay was that the contract would be up for competition and it would provide enough time for the submissions to be reviewed. However, he hoped that the competitive process would not take two years.
60. UNDE: Mr. MacLennan asked for clarification following the teleconference held in April with the Deputy Minister. Mr. Lindsey had indicated that funds could be transferred from one financial envelope to another. Mr. Surtees indicated that funds could be transferred between the OM and the SWE envelopes, however for transfers between other envelopes, the department would require TBS approval.

61. Mr. MacLennan requested information on the move of the IMP maintenance support group to Halifax. Mr. Jacobson noted that the corrosion work for which IMP maintenance support in Trenton was responsible had been completed, and Trenton does not have the facilities to support the next phase of major corrosion work. Therefore the activity was being moved to IMP's facilities in Halifax. The forward plan included a return to Trenton in the future.

**ITEM 11: NEXT MEETING AND CLOSING REMARKS**

62. Mr. Pentney noted that the next meeting would be held on 2 December 2010. The actual time and location would be confirmed closer to the meeting date. He wished everyone enjoyable summer holidays.

**Approved by:**

  
**W. Pentney**  
**Associate Deputy Minister**  
**Co-Chair**

  
**J. MacLennan**  
**President, UNDE**  
**Co-Chair**