

**UMCC HR Sub-Committee  
Record of Decision (ROD)**

<b>DATE:</b>	29 May 2017
<b>TIME:</b>	1330 – 1530
<b>LOCATION:</b>	285 Coventry Road, Ottawa – First Floor, Room 1-D01

**Co-Chairs:** Kin Choi, Assistant Deputy Minister (Human Resources-Civilian) [ADM(HR-Civ)]  
Des Rogers, Federal Government Dockyard Trades and Labour Council (West)  
[FGDTLC-W]

**Members:** Gilles Moreau, Director General Workplace Management (DGWM)  
Jeremy Sales, Director General Human Resources Strategic Directions  
(DGHRSD/COS)  
Janet Wong, Director General Workforce Development (DGWD)  
Peter Hooey, Director General Human Resources Operations (DGHR Ops)  
John Maclellan, Union of National Defence Employees (UNDE)  
Jean-Marc Noël, Canadian Military College Faculty Association (CMCFA)  
Jerry Ryan, Federal Government Dockyard Trades and Labour Council (East)  
(FGDTLC-E)  
Mark Boucher, Canadian Merchant Service Guild (CMSG)  
Richard Cashin, Federal Government Dockyard Chargehands Association  
(FGDCA)  
Francis Vaillancourt, International Brotherhood of Electrical Workers  
(IBEW Local 2228)  
Fabian Murphy, Agriculture Union, Public Service Alliance of Canada (PSAC)  
Glenn Maxwell, The Professional Institute of the Public Service of Canada (PIPSC)  
André Poliquin, Canadian Association of Professional Employees (CAPE)

**Regrets:** Dany Richard, Association of the Canadian Financial Officers (ACFO)

**Attendees:** John Park, Director Civilian Labour Relations (DCLR)  
Jennifer Cruickshank, A/Director Labour Relations Operations (DLR Ops)  
Alexandra Auclair, Director Total Health Strategy (DTHS)  
Louis Therrien, ADM (HR-Civ)'s Office (ADMO)  
Samar Giammaria and Cindy Kerber (DTHS)  
Monica Kolstein, Director Civilian Executive Services (DCES)  
Paula Warnholtz, Director Workforce Programs and Services (DWPS)  
Sylvia Raider (DGHROps)  
BGen Louis Meloche, Col John Pumphrey and CPO2 Jennifer Solloway (DGDS)  
Alain Gauthier (VCDS)  
June Winger, Union of National Defence Employees (UNDE)  
Stan Dzibik, Federal Government Dockyard Trades and Labour Council(West)

(FGDTLC-W)

Yves Fournier, Federal Government Dockyard Trades and Labour Council(East)

(FGDTLC-E)

Paul Cameron, International Brotherhood of Electrical Workers (IBEW Local 2228)


ITEMS	OPI	DECISION / ACTION	OPI(s)
1. Opening Items	Co-Chairs	<p>The record of decision and agenda were accepted.</p> <p>Decision was made to have item 8 – Notice of Intent to Travel as the first item of discussion.</p>	N/A
2. Corporate Priorities	DCES	<p>Ms. Monica Kolstein provided an overview of the Corporate commitments identified by the PCO as well as DND specific objectives identified by the DM to be included in DND's Executives performance agreement.</p> <p>Management will continue to work in collaboration with unions to make DND an employer of choice.</p>	N/A
3. Diversity and Inclusion	DGWD	<p>Ms. Paula Warnholtz presented the conceptual map of DND's approach to increase diversity and inclusion. Consultations with union will continue to take place on the different elements as they become ready. Consultations will progress independent of HR Subcommittee.</p> <p>DGWD will provide a more formalized plan for bargaining agent consultation on Diversity and Inclusion.</p> <p>DGHRSD/COS will present on the results of the Exit interview pilot project at a future meeting.</p>	<p>DGWD</p> <p>DGHRSD/COS</p>

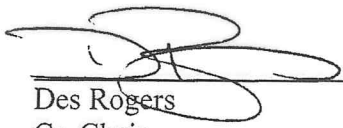
ITEMS	OPI	DECISION / ACTION	OPI(s)
4. Alternate Working Arrangements	DGWM	<p>Ms. Samar Giammaria provided an update on the review of the guide on Alternate Working Arrangement. DTH is collaborating with different stakeholders to provide guidance to managers on how to review and implement AWAs.</p> <p>Unions are invited to collaborate and provide feedback on the review. Consultations will progress independent of HR Subcommittee.</p>	N/A
5. Mental Health Initiatives	DGWM / FGD TLC-E	<p>Mr. Jerry Ryan provide an update on the progress of Mental health initiatives and the importance of safe conversations about mental health.</p>	N/A
6. Integrated Conflict and Complaint Management (IC2M)	VCDS	<p>Mr. Alain Gauthier provided an update on the implementation of the IC2M initiative. The pilot is a success and a new wave of implementation should be forthcoming. ADR services will continue to be available to civilians.</p> <p>ADM(HR-Civ) asked to be consulted with regard to potential impact on civilian employees. Mr. Alain Gauthier is to return to brief on the status and how this will impact civilians.</p>	VCDS
7. Update on Compensation Services (Phoenix)	DGHR Ops	<p>Mr. Peter Hooey provided an update on the actions taken to solve issues related to the Phoenix system.</p> <p>DGHR Ops will provide written instructions on Priority payments.</p> <p>DGWM encourages unions to raise sick leave advance issues when they arise.</p>	DGHR Ops

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8. Notice of Intent to travel	DGDS	<p>Col John Pumphrey provided an update to the committee on the progress on the topic of travel security and the requirement for the notice of intent to travel.</p> <p>DGDS will consult with unions once the draft updated policy is ready. In the meantime, unions are invited to provide, in writing, issues and concerns on the current policy to DGDS.</p> <p>DGDS will return to inform the committee on the security clearance process for term and casual employees.</p>	DGDS
9. Round Table		<p>PSAC – Agriculture will discuss with DGWM the use of casual employees and contractors for unionized work.</p> <p>PIPSC requested an invite to the TRAC consultation committee on the move to Carling Campus.</p> <p>PIPSC requested clarification on the availability of second language training for civilian employees. DGWD will provide links to access CSPS online second language training tools.</p> <p>FGDTLC-E reiterated the importance of resolving security delays when hiring terms and casual employees due to the impact on operational flexibility, and the subsequent impact on employees being allowed things like LIA. DGDS previously indicated that he will return to inform the committee on this subject.</p> <p>UNDE reiterated the importance of collaboration and information sharing between LROs and union representatives.</p>	DGWD

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10. Closing Remarks	Co-Chairs	Co-chairs congratulated Mr. MacLennan for his upcoming retirement and thanked him for his long term service representing DND's employees.	N/A

Approved by:

  
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 Kin Choi  
 Co-Chair

  
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 Des Rogers  
 Co-Chair