



National Defence

Défense nationale

3rd Canadian Division
Headquarters

Quartier General
3e Division du Canada

Building 700, Vimy Ave
P.O. Box 10500, Station Forces
Edmonton, AB T5J 4J5

Edifice 700, avenue Vimy
CP 10500, Succ Forces
Edmonton, AB T5J 4J5

6007-20 (Comd 3 CDSG PA)

24 May 2017

Distribution List

SUMMARY OF DISCUSSION – 3RD CANADIAN DIVISION (3 CDN DIV)
LABOUR MANAGEMENT CONSULTATION COMMITTEE – 24 MAY 2017

Chairpersons

Col S.M. Lacroix
Commander 3rd Canadian Division Support Group
(Comd 3 CDSG)

Ms. Mona Simcoe
Vice-President Union of National Defence Manitoba/Saskatchewan Region
(VP UNDE MB/SK)

Members

Ms. Brenda Ebear
Vice-President Union of National Defence Employees
Alberta and the North
(VP UNDE AB and the North)

Ms. Carmen Payne
Professional Institute of the Public Service of Canada
(PIPSC) Steward (by phone)

LCol M.B. Beare
3 CDSG Chief of Staff
(COS 3 CDSG)

LCol K.J. McLoughlin
3 CDSG Chief Personnel Support Services
(3 CDSG Ch Pers)

Maj J.F. Huot
DCO Real Property Ops Unit West
(RPOU[W]),

Mr. Doug Pittman
International Brotherhood of Electrical Workers
(IBEW) (by phone)

Ex-Officio Members

Ms. Susan Schellenberg	Division Manager HR Client Services/Planning and Programs ADM HR Civ
Ms. Rebecca Moorehead	Labour Relations Officer ADM HR Civ
Ms. Kathy Elm	Regional Mgr Conflict Resolution Centre West and North
Capt Elizabeth Teasdale	Recording Secretary

OPENING REMARKS

1. Comd 3 CDSG chaired the meeting and welcomed everyone. Introductions were made. Comd 3 CDSG touched upon the uncertainty in recent months with regard to SWE allocation at the national level for this fiscal year, explaining that answers would likely be forthcoming with the conclusion and publication of the ongoing Defence Policy Review. The co-chairs encouraged meaningful dialogue and open communication, and began discussion.

FOLLOW-UP ITEMS

2. The discussion regarding contracting out of the BATUS Food Services has concluded. The decision has been to not contract out any food services at Suffield at this time.

STANDING AGENDA ITEMS

EMPLOYEE ASSISTANCE PROGRAM

3. Ms. Ebear explained that the EAP Chairperson role has been the topic of recent focus group meetings, regarding the maintenance or elimination of the role. The EAP committee has been restructured to include members that rotate/change every 3 years. Both topics are to be discussed at the next meeting in June 2017.

EMPLOYMENT EQUITY

4. Nothing new to report; Ms. Schellenberg and Comd 3 CDSG explained that at this time, Employment Equity is encouraged at all levels without the need for the establishment of set quotas. No questions were brought forward.

CONFLICT MANAGEMENT PROGRAM

5. Ms. Elm provided insight on the various updates to the Conflict Resolution Centre (CRC) organization and statistics were brought forth since last reported.
6. Ms. Elm explained the role of Operation HONOUR within the CRC as a close partner to whom her team refers anyone who might be experiencing sexual misconduct. She explained that Director ADK

is responsible to deescalate situations, defuse minor sexual misconduct when possible, and refer complex cases to the Sexual Misconduct Response Centre (SMRC.)

7. Ms. Elm introduced the Integrated Conflict/Complaint Mechanism (IC2M), which is to open a centre in Edmonton 18 Oct 2017 under Maj England. At this time, funding is not confirmed but plans have been put in place in anticipation.

8. Ms. Simcoe asked Ms. Elm to provide a general timeline for those reporting to ADR. Ms. Elm stated that the timeline has remained more or less constant, with first contact being reciprocated over the phone in 1-2 business days, and the file started in 3 weeks. Ms. Elm advised that most files were closed within 6 months of first contact. Both Ms. Simcoe and Ms. Elm agreed that having physical centres into which personnel could “drop in” is preferred, when resources allow.

9. Ms. Ebear brought up DAOD 5012, which details harassment, but stated that it does not mention “bullying.” Comd 3 CDSG asked whether this was broached at the UMCC at the national level, and Ms. Ebear explained that she had pushed it up her chain of command and was bringing it up at the LMCC for visibility. She believes that bullying is not addressed in the DAOD. Ms. Ebear explained her vested interest in the term, as bullying and workplace safety are intrinsically linked, with possible bullying affecting an individual’s psychological and physical safety and wellbeing.

10. Ms. Simcoe brought up that some military members are unreceptive to ADR because they are compelled to attend due to a superior ordering them to do so, but are ultimately unwilling to compromise and resolve the dispute. Ms. Elm explained that, indeed, military members could be ordered to report to ADR to discuss the process, but following through with the process is voluntary, so this attitude should be rare as the file progresses.

MANAGEMENT AGENDA ITEMS

11. Comd 3 CDSG explained that with regard to SWE and FTE, the recent op staffing had been successful, and that vacancies will continue to be managed carefully in accordance with operational priorities. At this time, due to geographical constraints and qualified personnel shortages, some positions are vacant but still remain a priority to fill.

12. The committee discussed the updated Terms of Reference (TOR), and Comd 3 CDSG asked DCO RPOU(W) whether the requirement for a separate RPOU(W) committee meeting is still valid. DCO RPOU(W) explained that it was, as the two committees have different purposes. No concerns were brought forth with the TOR and Ms. Ebear motioned to have the TOR accepted. 3 CDSG Ch Pers seconded the motion, and the motion was carried. TOR will be signed by the required members secretarily.

UNION AGENDA ITEMS

13. UNDE requested an update on apprentices in the Army. Ms. Schellenberg explained that 1 Service Battalion currently has five apprentice mechanics. She explained that the HR planning cycle begins this August, and the requirement for new apprentices will be looked at during this planning. Comd 3 CDSG expressed his desire for an incentive program to keep apprentices once they are qualified Journeymen, but at this time no such incentive or retention clause exists.

14. Staffing Restrictions were touched upon by Comd 3 CDSG in para 11; staffing will continue to be managed carefully and in accordance with operational priorities.

15. Ms. Schellenberg updated the committee on concerns with Phoenix and advised that the instances of a new hire not receiving a full or partial paycheck within 21-30 days of hire were significantly reduced.

With regard to UNDEs specific questions:

- Outstanding pay action as of end-March 2017, 93 employees owe 3 Cdn Div \$225,317.65 and 3 Cdn Div owes employees \$307,281.81 to 281 employees.
- There have not been any claims made to any cashiers at Edmonton, Wainwright, Shilo or Suffield for “out of pocket expenses” due to Phoenix.

16. Ms. Payne requested information on CANFORGEN 068/17 <http://vcds.mil.ca/apps/canforgens/default-eng.asp?id=068-17&type=canforgen>, which details the abolishment of positions being vacant for 2 years. She wanted to know whether the clock would continue to be ticking down the 2 years even if the unit would like to fill the position but does not have the SWE currently. Comd 3 CDSG explained that the clock is still ticking, but that he expects to be consulted prior to positions within his organization being abolished and can request they not be abolished if staffing is planned.

17. With regard to the ITSM Project - Service Management Centres (SMCs), Comd 3 CDSG advised Ms. Payne that there is no requirement for work force adjustment. There will be a few positions being moved to or around the signals squadron.

ROUND TABLE

18. No points were brought up in the round table.

CLOSING REMARKS

19. Ms. Simcoe and Comd 3 CDSG thanked all for attending and providing insight on the pertinent topics. Ms. Ebear explained that she will be retiring before the next meeting, and Comd 3 CDSG informed the committee of his 6 July 2017 change of command with Col Middleton, who will be co-chairing the next LMCC. Both Ms. Ebear and Comd 3 CDSG thanked the group for the open communication established during their time on the committee and were in turn thanked by all for their service and dedication.

NEXT MEETING

20. Discussed the next meeting, which is to take place November 2017. Exact date of the next meeting is to be confirmed by the incoming Comd 3 CDSG.

Approved/Not Approved



S.M. Lacroix
Colonel
Co-Chairperson
Comd 3 CDSG

Approved/Not Approved

APPROVED VIA EMAIL

Mona Simcoe
Co-Chairperson
VP MB/SK

Distribution List

List A
All Attendees
DCHRSC (West) Labour Relations