

6007-20 (3 CDSG COS)

14 October 2018

Distribution List

SUMMARY OF DISCUSSION – 3RD CANADIAN DIVISION
LABOUR MANAGEMENT CONSULTATION COMMITTEE – 20 JUN 2018

Chairpersons

Col Scott McKenzie	Commander 3 rd 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. Carmen Payne	Professional Institute of the Public Service of Canada (PIPSC) Steward (by phone)
Mr Glen Kautz	Western Business Representative International Brotherhood of Electrical Workers (IBEW)
Mr. Ed Karl	Riverbend Site Supervisor, IBEW Representative
LCol Damon Dyer	CO Personnel Services 3 CDSG (CO Pers Svcs)
LCol Mark Beare	3 CDSG Chief of Staff (3 CDSG COS)
Ms. Alison Arnesen	Acting Regional Manager, Conflict Resolution Centre (CRC) West/North
MWO Beatrix Kelly	CRC Program Liaison Officer
Ms. Carolyn Jones	Civilian Human Resources Office (CHRO)

Ex-Officio Members

Ms. Rebecca Moorehead	Labour Relations (LR) Officer ADM (HR-Civ)
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Absent

CWO James Doppler	Group Sergeant-Major 3 CDSG (GSM 3 CDSG)
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Mr Bryan Meakin

Vice-President Union of National Defence Employees Alberta and the North (VP UNDE AB/North)

Ms. Susan Schellenberg

Division Manager HR Client Services/ Planning and Programs
ADM (HR-Civ)

OPENING REMARKS

1. Comd 3 CDSG introduced himself and welcomed everyone to start the LMCC ~1400hrs; round table introductions followed. Ms Simcoe welcomed.

FOLLOW UP ITEMS

2. Ms Simcoe indicated that any follow-up items for discussion were going to be addressed later in the meeting.

STANDING AGENDA ITEMS

CONFLICT MANAGEMENT PROGRAM

3. Ms. Arnesen advised the group that the Conflict Resolution Center, as of 20 July 2018, will now be known as the Conflict and Complaint Management Services (CCMS) office (Edmonton). The 3 CDSB Edmonton location is to remain the same and three (3) other offices have been opened in Western Canada: Esquimalt, Cold Lake, and Winnipeg. Ms. Arnesen discussed what the transformation means to civilian employees and CAF members in Edmonton: All CAF members seeking services will engage with an Agent who will help them decide whether their situation warrants harassment, grievance, or ADR intervention. The Agent positions will be filled by 1x AS05 and 1x AS06, as well as 1x Capt /MWO (only the AS06 is filled currently). Col McKenzie described the genesis of this multifunctional model and the successes of the initial four (4) pilot location in Eastern Canada. Col McKenszie and Ms. Arnesen articulated that the intent is to prevent incidents that can be solved at the lowest level from climbing higher in the chain of command and further bogging down the grievance and harassment adjudication process. The major challenge, Ms. Arnesen discussed, was to get the change of structure out to units as fast as possible with as much detail as possible.

4. Ms. Simcoe had concerns as to what services exactly were open to civilian employees. MWO Kelly discussed that there is no change to the current ADR/Harassment/Grievance processes for civilian employees; the process of engaging their union reps for guidance and submission of complaints remains and if ADR is a desired outcome for resolution, the CCMS will be available for mediation to occur. Ms. Arnesen stated that CCMS agents will not turn away any members of the defence team. If a civilian wants to speak to an agent they will have access to one. The only difference is the agent will provide full "cradle to grave" service on all complaints for CAF members only (at this time – as this may change in the future). If a civilian speaks to an agent, the agent will not provide full "cradle to grave" service but rather will help the civilian decide on what method of conflict resolution is most effective for their situation:

grievance, harassment or ADR – then direct them to the appropriate process. The agent will be there to support the civilian, however will not track the entire complaint, as opposed to CAF members where the agent will track the complaint until it is complete.

5. Ms. Arnesen also mentioned that the program will see the reinvigoration of the Harassment Investigator (HI) role within the CAF and that the VCDS has created 17 HI positions to be filled (but all are unfilled at this time).

6. Lastly, Ms Arnesen extended an invitation to all present for the grand opening of the Edmonton office 20 July.

EMPLOYEE ASSISTANCE PROGRAM

7. It was indicated that there has been 1x retirement within the 3 CDSB Edmonton program, leaving 2x remaining on the team. A new addition to the 3 CDSB Edmonton workforce was arriving over the summer and is expected to join the EAP team to bring the team back to full capacity.

EMPLOYMENT EQUITY

8. Nothing significant to report.

MANAGEMENT AGENDA ITEMS

Update on SWE

9. Col McKenzie indicated that the allocation had been received from 3rd Cdn Div HQ and that spending SWE, with an intent of reaching 120% of our allocation was his goal. Although past management of SWE had resulted in restricted use, that is to no longer be the case. Ms. Simcoe asked if the adjustments to pay rates from the latest CBA had been accounted and in the new SWE allocation and Col McKenzie confirmed that they had.

24-month Vacant Position Project (CANFORGEN 076/18)

10. Col McKenzie discussed the importance of CANFORGEN 076/18 and how its direction to 'scrub/abolish' extra positions within our organization will be beneficial. 3 CDSG, through the COS, will send their return or retained and abolished positions to 3rd Cdn Div (Ms. Schellenberg) by 27 July to be consolidated with the 3rd Cdn Div's numbers. Ms. Simcoe and LCol Beare (COS) discussed acquiring the same lists from Ms. Schellenberg for positions that have gone unfilled for greater than 24 months. COS discussed how advocating to retain a position can be made on the grounds of 'acting' or for future 're-classification' and that the exercise is to clean-up positions left over from years of creating, and not to remove employment options from organizations. Ms. Simcoe expressed her concurrence with the exercise, especially given the current state of SWE and FTE management.

11. Ms. Simcoe then asked about timelines and current issues with staffing requests. CHRO indicated that there are still challenges with the hiring process and that CHRO is struggling to keep pace with the amount of requests (this is recognized at the national level as well, to which a assistance response is coming, date TBC). Col McKenzie and COS both spoke to the streamlining efforts that are being made, or need to be made, in the hiring of new employees and agree that the limitations of the Public Service hiring process (transparency, security checks and clearance application, etc.) inherently make it a long process – one whose timelines are not always easily and obvious to identify.

UNION AGENDA ITEMS

Vacant Positions

12. All concerns addressed above.

Update on Base Support Establishment Review 2017 (BSER17)

13. Col McKenzie discussed that the completed report is about to be signed. The UK Defence Force BATUS has been told to decrease their staff spending bill and this will likely have impact on Canadian Public Servant employees in BATUS/Suffield. Initial intentions of BATUS were to cut all PS positions immediately and backfill with UK soldiers on a term-basis (as part of their deployment from the UK to Suffield), however, the COS reiterated that we do not support WFA and articulated that position cutting had critical criteria (that BATUES would be unlikely to meet). However, with a decrease in the frequency of Exercise PRAIRIE STORM, and thus a 50% drop in Force Generation throughput by BATUS, the COS was able to get agreement from BATUS that using attrition as a means of cutting current positions was the best option. Col McKenzie concurred that both 3 CBSG and BATUS were happy with this plan.

SWE funding for salary increase in CA and individual position reviews that result in upward classification movement

14. Addressed in Vacant Position Project discussion.

Auditor General's Report

15. Addressed in Vacant Position Project discussion.

Hard copies of CBA for Employees

16. Ms Simcoe asked LR if printed copies of the CBAs were being mailed out to each employee. LR confirmed that copies will be mailed out to employees individually but did not have confirmation on timelines. LR confirmed that each CBA was available online and that if an employee wanted a copy, that they could print it themselves or ask their management to provide one for them.

IBEW

Minimum Staffing for Leave

17. IBEW Rep, Mr. Karl, inquired as to if the application and/or management of leave (summer and Christmas) policy had been changed. Siting a recent change in manning implemented by management, he expressed concern that his employees did not know how early in the year they should put in for leave, and then make shift schedules, if policies were going to change. LR discussed that it is management's choice to change manning requirements at any time, but that the change could have been made earlier. Mr. Karl asked if that was the case, should he be encouraging his employees to put in for their Christmas leave now, to which Col McKenzie agreed that it was a prudent course of action. That said, Col McKenzie reiterated management's authority to make changes, but that this event could have been handled differently and that if issues arose at Christmas, that he be made aware to ensure his management team is making sound decisions with respect to their employees.

Approval for CT

18. LR indicated that approval for CT no longer went to the Trusted Source but instead that it was management's responsibility to send all claims through the Compensation Inquiry website. IBEW Rep, Mr. Kautz, if it was still the unit CO/DCO who was responsible to sign claims (Sect 34) before sending to Compensation Inquiry as he knew of several claims from April 2018 that still had not been processed. LR provided Mr. Kautz with an internet link that illustrated the path of flow for claims submissions and signing responsibilities. LCol Dyer (CO Pers Svcs) also said that he would confirm with GOR and BSC to engage unit Chief Clerks to make sure everyone was aware of the path of flow. Mr Karl indicated that he would follow-up with his Financial Officer for clarification as well.

ROUND TABLE

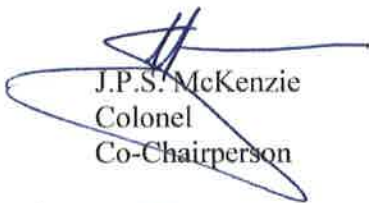
19. LR indicated there would be a news release about flexible payments for Phoenix recoveries; there are now three (3) conditions that need to be met before recoveries can commence. LR suggested that this news release be emailed to all employees, and printed and posted in common areas for maximum dissemination. CO Pers Svcs indicated that he would have the Base ROs updated with the information and a note for all units to post the information as well.

20. No other comments from the remainder in attendance.

CLOSING REMARKS

21. Comd 3 CDSG and Ms Simcoe thanked everyone for their participation and open conversation. Meeting was adjourned ~1530hrs.

Approved/Not Approved



J.P.S. McKenzie
Colonel
Co-Chairperson

Approved/Not Approved



Mona Simcoe
Co-Chairperson
VP MB/SK

Distribution List

All Members/Attendees
DCHRSC (West) Labour Relations