

RECORD OF DISCUSSION (ROD)
MATERIEL GROUP LABOUR MANAGEMENT COMMITTEE (GLMC)
15 October 2024

Co-Chairs:	Ms. Nancy Tremblay Mr. Adam Gray	ADMA PIPSC
Secretary:	Ms. Melissa Verdun	COS DMGMC
Members:	MGen Rob Dundon CWO Richard Coltart BGen. Darryl Taylor Nicholas Marum for Col L. Dencsak for Cmdre Keith Coffen (teams) Mr. Marc Rodgers Mr. Rob Gray Ms. Wendy Gaebel Dallaire Ms. Kalvinder Brar (teams) Colette Leblanc Mr. Mathieu Lessard (teams) Mr. James Potts (teams) Mr. Yves Fournier (teams) Mr. Des Rogers Mr. Jamie GoodMurphy (teams)	COS(Mat) Group Chief DGAEPM DGIIP DGLEPM DGMEPM DGMPD (Air & Land) DGMPD (Sea) DGMSSC DG Proc. svcs DMGMC IBEW 2228 UNDE FDTLC(E) FDTLC(W) PIPSC
Observers:	Isabelle Perron Johnny Sfeir Sarah LaRocque	ADM (HR-Civ) DMGCAS EA COS (Mat)
Regrets:	Judith Bennett Ms. Wanda Boudreau Mr. Jeff Wrinn Anna Maria Mangone	Associate ADM (Mat) FGDCA UNDE EA ADM (Mat)

ITEMS	DISCUSSION / DECISION(S)	ACTION(S)
	Opening Remarks The ADM, Ms. Nancy Tremblay, welcomed the participants and mentioned that the last meeting was held on June 13. She requested a meeting shortly after the three days of Return to Office (RTO) because these meetings are important to keep the lines of communication open. She stated that the term RTO is somewhat particular because we are already in office and are simply required to be more days on-site. Mr. Adam Gray mentioned that the RTO policy is out, and that the major unions have collaborated and submitted a Policy Grievance to TB. The policy is out there, so we recommend looking at what's available and pursuing it through your chain of command. Productivity is the end goal with RTO. Ms. Colette Leblanc reminded to the attendees that they could express themselves in the language of their choice and followed with a land acknowledgement.	
I	Update on the return to the office MGen Dundon provided an update on the RTO, recognizing that the RTO is mostly centered within the NCR. It was no surprise that on September 9th, 2024, all public service employees were to return to the office three days a week, executives four days a week, and military members five days a week. TBS is moving away from 40/60 percent; three days a week is now the norm. Hybrid work is not an entitlement and not all employees are hybrid by default. Employees are encouraged to review the Department of National Defence Guidelines for Hybrid Work - Canada.ca. Some topics remain popular, sick days, statutory holidays, ergo. equipment, etc. If an employee does not feel well enough to work on site, they should take a sick day. Manager's discretion applies (hygiene, etc.). Employees are required to make up previously scheduled in-office days missed due to statutory holidays". Manager's discretion still applies, however, on a exceptional basis.	

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	In the case of repeated absences for on-site days, managers must address the pattern of absences when it occurs. The shared spaces will be universally fitted with ergonomic equipment. Ergonomic equipment will be funded by ADM(Mat) O&M Budget. As far as Duty to Accommodate (DTA) for medical reason, it is moving forward with no change to the process. As for all other cases, the legal department is looking into it. We have to find a good compromise and make sure that we take care of our employees. We may experience increased attrition and/or difficulty recruiting due to people wanting to work remotely full time. Morale may be affected by the change in work posture, but no complaints have been received. Accommodations should be acknowledged. Regular check-ins are recommended, and discretion may be used to facilitate the change. The RTO is mainly centered around NCR because the footprint has been reduced by 50%. However, according to ADM(IE), if we consider all the space available, we have plenty of room for everyone. We see teams wanting to work together, each L2 will have a "neighborhood". Within this footprint, individuals who work 3+ days in the office will have a dedicated space. Available spaces within the footprint will be made available for sharing within teams. Priority will be given to the L2/L3 "owner" of the neighborhood. ADM(IE) is working to complete the development of ARCHIBUS, which is coming, but is not expected to be ready for 1+ years due to security concerns. To mitigate the risk, we are working on the Desk Finder, which will help manage workspaces. It is currently in beta testing and other L1s are trying to pick it up. Exemptions: There are two mechanisms by which an employee may be exempted from the on-site requirements of the Direction on prescribed presence, these are: 1. A workplace accommodation (duty to accommodate) 2. An exception request - submitted to a committee. Workplace accommodations must be considered first before exceptions are pursued. While an accommodation request is in process, employees may not submit an exception request. Only one exception request may be pursued at a time.	

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	MGen Dundon opened the floor to concerns and questions.	
II	Round Table Ms. Nancy Tremblay asked again if there were any questions or comments on the topic presented. CWO Coltart stated that while there is still flexibility in terms of snowstorms, school closings, etc. We must continue to use discretion equally for retention and recruitment purposes. Mr. Des Rogers commented that the plan presented is good and there's a willingness to listen. He recognizes the good work. MGen Dundon recommended a general conversation. Ms. Nancy Tremblay mentioned that we didn't go through the RoD, but that participants could raise any concerns/questions. Des Rodgers advised the union representative were members of the committee and that they should be moved from the observer list to the member list for future meetings.	DMGMC
	Open Discussion The issue of Logistik Unicorp regarding online ordering of uniforms was briefly touched upon. Some employees are concerned that this could lead to a reduction in employment. No impact so far. Studies were conducted before a decision was made. Ms. Nancy Tremblay mentioned that a CANFORGEN on uniform ordering had been published and that it might be worth redistributing it.	DMGMC

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III	Closing Remarks Mrs. Nancy Tremblay noted that consultations have been done for the RTO and that new requirements were announced in advance to give everyone time to prepare and organize. There is usually two GLMCs per year. Since this one was scheduled out of sequence to provide an update on the 3-day RTO, the next GLMC will be scheduled in mid-January. Mr. Adam Gray and MGen. Dundon were asked if they had any comments. Ms. Nancy Tremblay thanked everyone and invited them to do pulse checks and keep the lines of communication open.	DMGMC

Reviewed and Approved by Co-Chairs:

Nancy Tremblay
ADM(MAT)

Adam Gray
PIPSC Representative