## Management Representatives

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Notes</th>
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<tbody>
<tr>
<td>Michael Martin</td>
<td>Deputy Minister</td>
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<tr>
<td>Stephen Lucas</td>
<td>Senior Associate Deputy Minister (absent)</td>
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<tr>
<td>Doug McConnachie</td>
<td>A/ADM, Finance &amp; Corporate Services (replacing C. Najm)</td>
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<tr>
<td>Diane Campbell</td>
<td>A/ADM, Meteorological Service of Canada (replacing D. Grimes)</td>
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<tr>
<td>George Enei</td>
<td>ADM, Science &amp; Technology</td>
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<tr>
<td>Mike Beale</td>
<td>ADM, Environmental Stewardship</td>
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<tr>
<td>Robert McLean</td>
<td>A/ADM Canadian Wildlife Service (replacing, Sue-Milburn-Hopwood)</td>
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<tr>
<td>Sylvain Paradis</td>
<td>Chief Human Resource Management Officer</td>
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<tr>
<td>Dan McDougall</td>
<td>ADM, Strategic Policy and RDG Offices</td>
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<tr>
<td>Louise Métivier</td>
<td>ADM, International Affairs</td>
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<tr>
<td>Chantal Reinert</td>
<td>A/Director General, Communications</td>
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<tr>
<td>Sheldon Jordan</td>
<td>A/Chief Enforcement Officer (replacing M. Meroni)</td>
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<tr>
<td>Joseph Silva</td>
<td>DG, Workforce Development and Wellness Services</td>
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## Secretariat Support

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<tr>
<td>Eric Saint-Onge</td>
<td>Director, Labour Relations and Occupational Health and Safety</td>
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<tr>
<td>Maryse Allain</td>
<td>Senior Advisor, Labour Relations</td>
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## Labour Representatives

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<tr>
<th>Name</th>
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<tr>
<td>Waheed Khan</td>
<td>PIPSC (President, National Consultation Team)</td>
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<tr>
<td>Bill Sukloff</td>
<td>PIPSC (Vice-President, National Consultation Team)</td>
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<tr>
<td>Todd Panas</td>
<td>UEW-PSAC (National President)</td>
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<tr>
<td>Daryl Hoelke</td>
<td>UEW-PSAC (Executive Assistant)</td>
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1. Opening Remarks, Review and Approval of agenda Items

The Deputy Minister welcomed the members of the Committee. He noted the new members:
- Stephen Lucas as the new Senior Associate Deputy Minister.
- Margaret Meroni as the new Chief Enforcement Officer.
- Sue Millburn-Hopwood as the new ADM for the Canadian Wildlife Service.

UEW-PSAC requested an additional item to the agenda: discussion on the Technical Committee Report to the Steering Committee on Mental Health in the Workplace.

The agenda was approved.

2. Follow-up Actions

The CHRMO presented an update on the follow-up actions of the last ECCCLMCC meeting, which took place on January 20, 2016. He explained that all action items were completed or are on the agenda of the present meeting. UEW-PSAC asked if an Employment Equity Committee was still meeting. UEW-STE has a new Human Rights representative and the UEW-STE HR representative had attended meetings in past, however the new representative has not been advised of any meetings to date. On the subject of Employment Equity (EE), the DM explained the Departmental process under which ECC aligns its EE strategies to Statistics Canada employment equity statistics from the last census. Under the current strategy and EE governance structure, the DM did not envisioned the creation of an additional committee. The CHRMO also mentioned that following his request to Unions for additional information on OCM process, he expects to complete his review by late summer/early fall.
3. Communication & Engagement

a. LMCC’S Frequency

A list was sent to all members prior to the meeting to summarize all LMCC activities held within ECCC in the last year. UEW-PSAC felt the Department is doing better and that this list is a good tool. PIPSC asked for correction to the table which indicated there was no NCR Regional Committee because the committee has been in existence for many years but became dysfunctional because management discontinued its meetings. UEW supported PIPSC’s views and confirmed the NCR LMCC played a useful role and the absence of meetings have left a vacuum. The ADM, EPB explained that in the past, a LMCC was in place for the NCR but since all Branches now have their own committees there was no need for a NCR committee. The CHRMO will look into the request for an NCR-LMCC. The DM requested that if a new committee is created we need to make sure that there is no repetition on the agenda of each committee and that the Labour Management Framework be respected.

Action

1) Review usefulness of a NCR LMCC.

b. ECCC Symposium Follow-up

May 29, 2015 was the first ECCC Labour Management Symposium. UEW-PSAC asked whether another one would be scheduled in the future, as they suggested a frequency of 18-24 months between those meeting would be appropriate. The DM responded positively to the suggestion and committed to another one. It was decided to create a sub-committee to take care of the organisation of the next symposium. Bill Sukloff (PIPSC), Daryl Hoelke (UEW) and Kate McKerlie (CAPE) will be representing their respective Unions.

Action

2) Call a joint meeting to develop a proposal for DM to hold a 2nd Union-Management Symposium.

c. National Respect Day

Mr. Panas from UEW-PSAC indicated that the second Respectful Day will be held on November 17, 2016. He also indicated that Minister McKenna will be the Champion of Respect and that he hoped to see this type of initiative expand within the Public service. He emphasized that this initiative had only lasted one day but this should be a daily demonstration of respect. He indicated that some employees still experienced disrespect in their workplace and this can potentially lead to the development of mental health problems. He suggested the use of a pop-up window on each employee computer screen with a message that would say something like “How is your day” to engage and encourage discussion on respect. The Deputy Minister thanked Mr. Panas for this initiative and his leadership and invited him to make a presentation at EMC in September. He indicated that he wanted to promote respect and continue to proceed in this direction. PIPSC suggested that senior management should demonstrate respect through actions and provide a safe space for employees to come forward when treated with disrespect, in order to promote a cultural change.
Action

3) Add the presentation on Respect to the EMC Agenda in September.

d. **Departmental Budget**

PIPSC requested a discussion on how Budget 2016 has impacted the Department, both in terms of growth in operations and any increase in resources to deliver on the Government priorities and how could this possibly translate moving programs from B-Base to A-Base funding. The Management Representatives for the Finance and Corporate Services Branch provided a thorough explanation on the 2016 Budget and invited the unions for a follow up meeting if they wanted more information on the budget, including details on the Renewal of Core Funding and the New Incremental Funding. PIPSC noted that communication following the 2016 Budget was at fairly high level and asked for a better communication to employees on the topic of Budgets. The DM agreed and suggested that all ADMs could discuss this subject in their meetings with their staff.

Action

4) ADMs to include information on budget in their meetings with employees.

4. **Business Transformation**

a. **Personnel Security Screening Update**

The A/Assistant Deputy Minister of Finance and Corporate Services informed the committee that the new Treasury Board Secretariat (TBS) Standard on Security Screening that came into effect on October 20, 2014, for all Government of Canada departments and agencies established a risk-based approach to security screening. As part of this new Standard, a credit check is only one of a number of factors considered during the security screening process. Unions wanted to note that with respect to Phoenix implementation, bad credit ratings can now be expected to rise as a larger number of employees are not being paid on time. The DM reassured the Unions that the security screening process is and will remain a case by case approach.

b. **Chronic Delays in Payments**

PIPSC indicated that it is not the first transformation that created issues. He mentioned that as per the collective agreement, the Unions must be consulted when any technological changes are planned. PIPSC reiterated their commitment to work collaboratively with management to resolve issues related to the Pay System/Pay Services and suggested that a point of contact should be identified in every DGO and communicated to their employees. PIPSC thanked the CHRMO for his help with dealing with these issues. UEW-PSAC indicated that the effort made by the Department to help employees resolve their pay issues is a success story. Their members feel listened by ECCC Pay Liaison Unit. The DG, WDWS indicated that the sooner the problems are brought to his team's attention the sooner they can try to fix them. The CHRMO mentioned that on top of employees bringing forward their issues, he asked all ADMs to provide a list of pay problems/issues affecting their Branches. The DM expressed his preoccupations and concerns in regards to employees not being paid and indicated that the key factor to resolve these issues is
individual case management. ECCC will increase its human resources capacity to support employees and strive to provide as much as possible, a live phone service to enable employees to discuss and address their pay issues.

**Action**

5) Pay Liaison Office to strive in improving case management capacity and provide live responses to Pay queries.

5. **Workforce Development and Effectiveness**

a. **Review of stats for terms, acting assignments, contracts, temp help**

The CHRMO provided an overview of statistics on acting assignments and term employment in the Department. UEW and PIPSC commented that these numbers are positive signs of the Department's health.

b. **Term Employment Policy Suspension**

The CHRMO indicated that the Department will maintain the suspension of the application of the Term Employment Policy. Notwithstanding the decision, all ADMs will look at all individual cases of term employees with three years or more and in order to regularize these situations. UEW mentioned that the fact that term employees cannot become indeterminate employees after three years causes mental health issues in the workplace and that Unions would have preferred that the Department lifts the freeze. UEW requested that this item be a permanent item on the ECCCLMCC Agenda. He also questioned the Department's vacancy management with acting assignments and term employment. CAPE also raised their concerns regarding vacant positions. Referring to the stats presented by CHRMO, PIPSC maintained that the number of term employees with over three years’ service (47) is fairly small for the Department to absorb in the first year if the freeze is lifted and urged the DM to reconsider the decision. The DM indicated that a further analysis will be provided in the fall.

**Actions**

6) Provide a deep analysis on vacancy management and vacant positions (use of terms, acting, casual).
7) Add the Term Employment Policy as a standing item for the ECCCLMCC.

c. **Professional Development & Training**

PIPSC requested detailed statistics over the past three years on training, conferences and other professional development activities funded by the Department, to establish a baseline for more fruitful discussions. PIPSC asked additional clarification on career developmental programs and their associated professional classification currently being implemented by the Department. PIPSC enquired about the Department's language training policy, how much funds were invested by the Department and how it was helping the Department strengthen its bilingual capacity. In response, the CHRMO provided statistics prior to the ECCCLMCC and explained them further during the meeting. He noted that the learning model at ECCC has significantly changed since the implementation of the Canada School of Public Service’s new learning strategy in 2015. PIPSC thanked management for sharing the data and expressed concern at the declining trend of resources allocated to training and development. PIPSC indicated that the online training is not always adequate, particularly for scientific subjects, and requested management to augment resources
provided for training and development. PIPSC also highlighted the paucity of career development opportunities for employees working in science disciplines and noted the absence of career development programs for most of its members, except the mandatory progression system for MTs and RE classifications.

6. Operational Matters

a. Employment Equity (EE) Update

PIPSC indicated that the EE Action Plan is good but that more can be done in terms of Diversity. PIPSC suggested that the focus of the EE Plan should be on strategies to affect a culture change instead of a strategy only focusing on numbers and targets. The DM commented that EE necessitate a constant attention and that strategies will need to evolve over time.

b. ECCC Guidelines on Union Activities

PSAC, PIPSC and CAPE indicated that they don’t agree with some of the logistic of the Guidelines on Union activities and would like them to be reviewed. It was mentioned that the guidelines were too prescriptive and did not align with the fourth priority of the 2014 PSES Action Plan, namely, to promote unions-management collaboration and increased visibility for union activities to improve the workplace. The CHRMO proposed an offline meeting to discuss their preoccupations. The DM requested the Unions to provide copies of other department guidelines that work better for them.

Actions

8) Unions to provide examples of Guidelines on Union Activities from other Departments.
9) Organize a meeting between CHRMO and the Unions to discuss the Union Activities Guidelines.

c. Grievance presentation issues

UEW raised issues concerning 3rd level grievance presentations at Enforcement Branch when they involve Termination or Financial Penalties. UEW submitted for consideration that all 3rd level grievances be heard by the DM instead of the Branch Heads.

The DM replied that ECCC would analyze the situation globally and discuss with Enforcement Branch before making any decisions.

Action

10) Respond to UEW on possible change to grievance structure at ECCC and in particular for Enforcement Branch.

d. Contact person in the Safety line process

UEW raised the Health and Safety aspect of the actual procedure of the Safety Line process. PIPSC shared concerns raised by UEW, and asked management to include PIPSC in consultations. The Unions suggested that
ECCC could give consideration to the use of a third party intermediary (instead of ECCC employees) for the entire Safety Line process. The A/ADM, MSC indicated that their employees are trained and the responsibilities will always be for management to ensure the health and safety of their employees. As this item has been raised at the NJOSHPC and based on the fulsome review conducted by the Inter directorate OSH Management Field Work Committee, MSC is looking at the 3rd party options for Safety Line process and will provide further update in the fall.

**Action**

11) MSC to look into a 3rd party option for the Safety Line Process and provide update at NJOSHPC in the fall.

e. **Report on Mental Health Issues**

UEW informed ECCCLMCC of some of the recommendations of the 2nd Technical Committee Report to the Public Service Steering Committee on Mental Health in the Workplace that was issued in April 2016. UEW quoted some of the Report’s recommendation and gave as example that of the “joint selection of champions”. UEW suggested the creation of a sub-committee to look into all recommendation included in this report and that Mental Health Initiative/Report become a standing item for the committee.

**Actions**

12) Add the Mental Health Report as a standing item for the ECCCLMCC.
13) Senior Management to look at the Mental Health Report, analyse and provide next steps the Department is to undertake in regards to this initiative.

7. **Round Table**

No item brought to the round table.

8. **Closing Remarks**

The DM thanked everyone for their participation and the open and constructive discussions at the table. Unions also thanked all members for their active participation in this committee.

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