



National Defence

3rd Canadian Division
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6007-20 (Mgr HR CS/PP formerly DHRMPP)

11 Jan 2017

Distribution List

**SUMMARY OF DISCUSSION – 3RD CANADIAN DIVISION (3 CDN DIV)
LABOUR MANAGEMENT CONSULTATION COMMITTEE – 08 NOV 2016**

Chairpersons

Col S. M. Lacroix	Commander 3 rd Canadian Division Support Group (Comd 3 CDSG)
Ms. Mona Simcoe	Vice-President Union of National Defence Manitoba/Saskatchewan Region (UNDE MB/SK)

Members

Ms. Brenda Ebear	Vice President Union National Defence Employees Alberta and the North (VP UNDE AB and the North)
Mrs. Carmen Payne	Professional Institute of the Public Service of Canada (PIPSC) Steward (by phone)
Mr. Ed Karl	International Brotherhood of Electrical Workers (IBEW) Steward
LCol M Beare	3 CDSG COS
LCol K. J. McLoughlin	3 CDSG Chief Personnel Support Services
Maj J.F. Huot	RP Ops Unit West, DCO
Mr. Doug Pittman (IBEW Local 2228)	International Brotherhood of Electrical Workers

Canada

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

OPENING REMARKS

1. Ms. Simcoe chaired the meeting and welcomed everyone to the meeting, introductions were made. Comd 3 CDSG also welcomed everyone and encouraged meaningful dialogue and open communication.

FOLLOW-UP ITEMS

2. The UNDE Reps asked for a BATUS Food Services update. Col Lacroix reported this was continuing to be reviewed. BATIC meeting in the UK Dec 1/2016 where this will be discussed.

3. Local LMCC in Wainwright – Ms Ebear is confident that these meetings are back on track.

STANDING AGENDA ITEMS

EMPLOYEE ASSISTANCE PROGRAM (EAP)

4. Ms Ebear advised there will be a National Advisory meeting on Nov 23, 2016 where they will receive a briefing on the Sentinel Program. The transformation of the roles within the program is ongoing. Ms Ebear believes the changes are leading the Program in the right direction. There is a matrix that describes the number of Referral Agents (RA's) per site that are required.

EMPLOYMENT EQUITY (EE)

5. Nothing to report and no questions brought forward.

CONFLICT MANAGEMENT

6. Ms. Elm, Regional Manager Conflict Centre West and North was unable to attend. No points brought forward.

MANAGEMENT AGENDA ITEMS

HIRING – Operation Staffing

7. Col Lacroix reported that Op Staffing was a success. A Closure letter will be signed and distributed to the formation in the next few days. The lessons learned will be documented and will continue to be used going forward when managing, prioritizing and staffing vacant positions. The New Directions in Staffing will also continue to be considered when discussing any vacancies to be staffed.

UNDE AGENDA ITEMS

PAY TRANSFORMATION

8. UNDE wants to ensure all managers know that Emergency Salary Advances (ESA's) are available for employees not receiving pay. Managers need to ensure they are assisting employees wherever they can. Email went out dated 4 November describing a number of different processes depending on the employee's issue.

CANFORGEN 126/16

9. Ms Simcoe raised concerns regarding the implications of CANFORGEN 126/16. According to this document if an employee does not report international travel (including USA) they could be disciplined. Ms Simcoe is concerned there will not be any flexibility on the part of the Manager. Ms Moorehead advised that a Labour Relations Officer would be involved in any situations of discipline and they would ensure a consistent approach across the region.

RPOU West

10. UNDE will be meeting with RPOU (West) Management on 16 Nov 2016 to discuss feasibility of having their own LMCC Meeting. Continued to discuss the agenda items presented. Apprenticeship Program - Maj Huot advised that RPOU West determines what apprentices should be hired depending on need. Require sufficient Journeyman to be able to hire an apprentice for appropriate training. Ms Simcoe enquired about P3 (Private/Public Partnerships). Maj Huot said RPOU West would not be entering into any P3 contracts in the Region as the threshold for this type of contract is beyond their financial authority level. Maj Huot confirmed that there is a tracking data base of Asbestos in DND buildings at each base.

IBEW - Grievances

11. IBEW asked a general question regarding procedure if a grievance is received by Management and found to be an invalid grievance. If this is the case both the Employee and their union rep would receive a letter. As there is Protected B personal information within the letter the letter can not be emailed unless encrypted and therefore can not be sent to an outside email address. The letter would be sent via Canada Post. IBEW enquired whether 3 Cdn Div used Monitor Mass. LCol Beare confirmed that 3 Cdn Div does use Monitor Mass and it depends on the level of your position what information an employee or military member would have access to.

ROUND TABLE

12. Discussed the Terms of Reference. Ms Schellenberg will make the changes discussed and send with Nov/16 minutes. Will be discussed and Approved at the next meeting.

13. Ms Payne asked that we use her BATUS email vice DWAN email address. She will provide it to Ms Schellenberg.

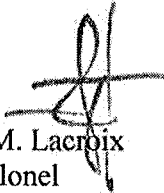
CLOSING REMARKS

14. Ms Simcoe thanked all for attending.

NEXT MEETING

15. Discussed the next meeting. Agreed to finding a date in later May 2017. Next meeting tentatively booked for 25 May 2017.

Approved/Not Approved



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

Approved/Not Approved



Mona Simcoe
Co-Chairperson
VP MB/SK

Distribution List

List A
All Attendees
DCHRSC (West) Labour Relations