

1 Canadian Air Division Headquarters  
Box 17000 Stn Forces  
Winnipeg MB R3J 3Y5

6007-4 (3999) (A1 CHR Prog Coord)

July 2005

**MINUTES OF THE 16<sup>TH</sup> MEETING OF THE  
1 CANADIAN AIR DIVISION UNION  
MANAGEMENT CONSULTATION COMMITTEE  
WINNIPEG, MANITOBA 26 May 2005**

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Co-chairs: BGen P.L. Brennan, A1  
Mr. B. Molsberry, UNDE VP (MB/SK) (Chair)

Secretary: Mrs. B.G. Hebert, A1 CHRM

Members: LCol G.R. Naldrett, A1 Pers  
Col J.R. Harwood, A1 Res (Absent)

Alternate LCol T.W. Costello, A1 Res Coord  
LCol D.R. Roy, 1 Cdn Air Div Compt (Absent)

Alternate Maj C.D. Boudreau, 1 Cdn Air Div DCompt  
Col J.P.J. LeBlanc, A4 AE (Absent)

Alternate LCol K. Carlow, A4 AE SP  
Col W.F. Veenhof, A7  
Mr. P. Turcq, UNDE VP (QC)  
Mr. J.P. Lachance, IBEW Rep (via videoconference)  
Mr. D.G. Luesby, PIPSC Rep (via videoconference)  
Mr. S. Chamberlain, AFCO Rep (via videoconference) (absent)

Ex officio Members: Ms. T. Murray, DCHRSC (Prairies) (via videoconference)  
Ms. B.L. Stouffer, SC Liaison Officer (Air)

Presenters: Col M.A. Matheson, MASOP/PM (via videoconference)  
Ms. S.P.M. Harrison, DLRPP (via videoconference)

Observers : BGen E.G. Cloutier, DG Air Pers (via videoconference)  
Ms. M.L. Bergeron, D Air CMS (via videoconference)  
LCol R.R. Berscheid, A4 LSR (via videoconference)

Recording Secty: Ms. B.G. Henry, A1 CHR Prog Coord

## DISCUSSION

## ACTION

### INTRODUCTION

1. Opening Remarks – The co-chairs opened the meeting and welcomed the members.

### OLD BUSINESS

2. Terms of Reference (TORs) for 1 Cdn Air Div UMCC have been signed by all parties and are on the [A1 CHRM](#) website. Closed

3. Wing LMRCs – W Comds have been requested to send electronic copies of LMRC minutes to local UNDE co-chairs to simplify the transmission of the minutes to the 1 Cdn Air Div UNDE co-chair. Closed

4. Air Force Health and Safety (H&S) Committee – IBEW and PIPSC will determine their representation on the AFHSOC. **Union members**

5. Budget Overview – 1 Cdn Air Div DCompt has provided total allocations and expenditures by Wing of both civilian SWE and reserve pay for FY2004-05. Closed

6. Personnel Support Programs (PSP) – DCHRSC (Prairies) provided the Non-Public Property Reading Package mentioned in Item 12 of the previous minutes. Closed

### NEW BUSINESS

7. DG Air Pers provided the following update:

**Budget 2005** – the Canadian government will invest \$12.8 billion in the Department over the next five years (\$510 million in FY 2005-06). There will be new baseline funding and significant resources for capital programs. The department intends to ‘*fix*’ (e.g. national procurement program), ‘*grow*’ (5,000 regular force and 3,000 reservist positions; air force should get 300 regular force PYs) and ‘*transform*’ the forces. The **CF vision** is for continuous improvement and changes in command and control through (1) the formation of Canada Command, (2) our relationship with the United States, (3) Team Canada when we deploy outside Canada. The Special Operations organization will be extended to a Special Operations Group (JTF2 will grow). A Standing

Contingency Force will be ready to move to respond on short notice. The CDS Transformation team will implement the CDS vision over approximately two years.

**Expenditure Resource Committee results** – identification of efficiencies and economies of \$240 million from various internal sources have been directed over the next five years. Government redistribution of these amounts to DND and other government departments is intended, however there is no impact on DND this FY.

**Future role of the air force** - The air force will continue to play an essential role in any new CF vision. (e.g. CF-18s air-to-air in NORAD context, extended air-to-ground role, acquisition of precision guided munitions, air mobility to deploy outside the country, Maritime helicopters, new helicopters for Search and Rescue, aircraft for CF role in the North, and more joint force generation activities and collective training). There will be changes in command and control and in the way forces are generated.

**Atlantic region trial on the integration of forces** – Integration of the two existing Atlantic headquarters (LF Atlantic Area and MARLANT including MAC (A)) will start this summer, in order that we may learn how to work together in an integrated and joint context.

LGen Lucas' vision is focused on: (1) people, (2) continued operational excellence, and (3) transformation in the right balance.

**Maritime helicopters** – the Sea King will be retired in a few years and new Maritime helicopters will be put in place. DG Air Pers indicated that no decision has been made on the location of the helicopters, but that he would inform A1 as soon as this information is available.

A1

8. MASOP Update MASOP/PM provided a brief history of MASOP and presented the following update: A standard footprint (for supply sections, functions, activities, org structure) has been developed in consultation with unions. Targeted PY savings are to be confirmed by ECs in the next month or so. Adherence to human resources guiding principles and the HR strategy and plan will be ensured. Level 1 HRBMs will review the footprint by 15 Jun 05 to ensure that HR policies and procedures are respected in the proposed strategy. UNDE VP (MB/SK) asked for clarification on the 66 military and civilian positions for the air force. A4 LSR indicated that the initial identification of positions has been refined, and the latest estimate is 50 positions. At this time, only one encumbered civilian position involved in Clothing Stores in Trenton has been impacted. UNDE VP (MB/SK) expressed concern about the one-year implementation period, and was assured by A4 LSR that the Air Division's position is that no savings will be implemented until the work is no longer required. MASOP/PM added that impacted positions would be confirmed by the end of June to allow time for the development of individual HR plans for affected employees as required.

A4 Log

9. Public Service Labour Relations Act (PSLRA) DLRPP briefed the Committee on the new PSLRA, which came into effect on 1 April 2005. DAOD 5008-1 (use of DND premises), DAOD 5026-0 (grievances), guidelines and instrument of delegation, and DAOD 5016-0 (standards of conduct and discipline) have been developed. Training on delegation of Labour Relations Authorities is mandatory for all new managers and supervisors. D Air CMS recommended a system for monitoring completion of mandatory training be instituted. DLRPP indicated that no tracking other than by the local CHRO has been planned, however the CD-Rom version of the course includes a completion certificate that can be printed and provided for entry into HRMS. In response to a query from UNDE VP (MB/SK), DLRPP also noted that the new Veterans' Charter (13 May 2005) and subsequent Bill C-45 will be briefed to the next national UMCC (6 Jun 05) and HR Sub-committee (7 Jun 05); more information will follow.



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30 Mar 05 fin...

10. PSAC Table 2 Zone Rates of Pay UNDE VP (MB/SK) advised that a national union campaign aimed at eliminating zone rates of pay will start in the fall of 2005. Information is available on the [UNDE](#) and [PSAC](#) websites.

11. Labour Relations in the Air Division UNDE VP (MB/SK) indicated that although labour-management relations in the division are generally good, there are some problem areas. A wing-specific discussion ensued, with both A1 Pers and UNDE VP (MB/SK) agreeing to explore the situation and the issues further from management and union perspectives, and to assist in arriving at some resolution. UNDE VP (MB/SK) suggested that communication, sharing of financial information, and contracting out were the key concerns in the case at hand. A1 requested an action plan and a progress report.

12. UNDE National Convention UNDE VP (MB/SK) informed the Committee that the election of senior executive positions for UNDE would be determined at a convention in Halifax in Aug 05.

13. Role definitions for Reg F, Res F, and Civ components UNDE VP (MB/SK) requested that the UMCC give consideration to developing a policy to define the role of each component. DG Air Pers stated that the four components (including PSP) each have different roles, and that the National Defence Act defines the role of the military components. UNDE VP (MB/SK) indicated his focus is on defining the

roles for static positions at the Wings. DCHRSC (Prairies) stated that the CDS Task Force is looking at the issue of support structures and that this may set the tone organizationally and strategically. UNDE VP (MB/SK) suggested that we look at Wing structure and develop a strategic plan to support the CDS vision. A1 indicated that, once developed, integrated HR plans for every Wing would provide benchmarks. UNDE VP (MB/SK) requested that this issue be discussed further at the next UMCC. PIPSC rep suggested that this issue should be labelled as “org structure” rather than “role definition”.

**A1 CHRM**

14. PSMA training for Wing managers/DRUs A1 CHRM indicated that most wings would be including the local union executive in employee briefings as opposed to management briefings. D Air CMS suggested that managers and union representatives would be discussing PSMA implementation issues at local LMRC meetings.

Closed

15. Civilian Retirement Projections A1 CHRM reported that 14% of the civilian indeterminate population is currently eligible to retire without penalty. Over the next 10 years, 56% of current indeterminate population reaches retirement eligibility. The operational category is most vulnerable, since 63% of its population will be eligible to retire. Succession plans will need to be developed for HPs, GL-COIs and GL-PIPs. The need to focus our apprenticeship efforts in the area of plumbing, heating and power plant operations will be examined as part of the 1 Cdn Air Div HR planning process. UNDE VP (MB/SK) stressed the requirement to work with provincial governments on apprenticeship opportunities in the trades’ area. D Air CMS indicated that the air force has received \$190,000 in new apprenticeship SWE under the corporate Recruitment Strategy Investment Fund (RSIF) and \$40,000 (training funds) in Civilian Corporate Learning Funding (CCLF). DG Air Pers said that a case can be made to the Air Business Management Committee to consider using air force funding to supplement apprenticeship needs if the \$204,000 available through RSIF and CCLF is not sufficient.

**A1 CHRM**

#### INFORMATION ITEMS (TABLED PRIOR TO MEETING)

16. Air Div Comments on the Essential Services Agreement (ESA) Process Draft A1 CHRM stated that Air Division concerns with the draft process related to the absence of a link to the chain of command at Level 1. D Air CMS said that ADM HR-Civ will present a revised ESA framework, which depicts Level 1 involvement, to the National UMCC on 6 Jun 05.

Closed

17. Position Classification Currency Report SC Liaison Officer (Air) informed the Committee that 68% of encumbered civilian

positions in the Air Division have been reviewed within the last 5 years. Discussion ensued regarding the status of several GL-VHE classification grievances across the Division. DCHRSC (Prairies) indicated that a national GL study is underway to address relativity issues; with the Union's concurrence, classification grievances have been placed in abeyance until the study is completed. D Air CMS will obtain an update from DCCO and provide it to UMCC members.

**D Air CMS**

### STANDING ITEMS

18. Budget Overview and SWE Conversion Restrictions – 1 Cdn Air Div DCompt said that the allocation for this fiscal year was received from CAS and will be distributed next week. SWE by Wing will be confirmed at that time. \$1.4 million in additional salary funds have been received and baselined for modern comptrollership initiatives.

Closed

19. Employee Assistance Program (EAP) – A1 CHRM advised that the FY 2004/05 statistics report indicated 236 visits (12% of the indeterminate population). The nature of concerns include more financial and harassment issues and fewer physical health problems than last year. However, a majority of the problems identified were work related, and mental and emotional health issues. Training is needed for RAs and Chairpersons at 8 and 22 Wings. UNDE VP (MB/SK) stated that there has been a significant loss of long-standing RAs and the union is assisting to resolve this issue.

**A1 CHRM  
UNDE VP  
(MB/SK)**

20. Employment Equity – A1 CHRM indicated that the new census has changed the type and level of representation gaps, particularly for persons of a visible minority and aboriginal peoples in the operational category, and women in technical category.

Closed

21. Personnel Numbers – Mil and Civ - The following reports were provided to the members prior to the meeting:

- a. CC3 regular force establishment report;
- b. Air Reserve establishment report;
- c. Civilian population report which indicates that the civilian establishment has remained relatively stable; and
- d. Deployment report.

Discussion ensued about the relevance of producing deployment reports for this forum. UNDE VP (MB/SK) will review and provide

**UNDE VP**

further comment. DG Air Pers indicated that caution should be exercised when interpreting data contained in deployment reports. The air force deploys on a daily basis inside the country (e.g. SAR) and this activity is not reflected in these reports.

**(MB/SK)**

22. Employee Recourse – SC Liaison Officer (Air) reported 13 civilian grievances across the air force. YTD total is 65 grievances, representing a 45% decline from the previous year. UNDE VP (MB/SK) suggested that relationships in the workplace must have been getting better. There are a significant number of local issues that are being dealt with by local union and management before they are submitted as formal complaints which further enhances the workplace.

Closed

23. ADR Report - UNDE VP (MB/SK) expressed concern that mostly military personnel utilize the ADR system. Civilians still have more faith in the grievance process. UNDE members are more involved in ADR when an outside mediator is engaged. DCHRSC (Prairies) asked what advice union representatives are giving to civilian employees. UNDE VP (MB/SK) responded that the advice varies by location. Problems exist where there is a lack of confidence in the person doing the mediation or their abilities. DCHRSC (Prairies) would like to see ADR reports. ADR reports are done nationally and there is no air force data. UNDE VP (MB/SK) would like to receive AIRCOM reports annually. A1 Pers agreed to follow up on data availability.

**A1 Pers**

#### ROUND TABLE DISCUSSION, CLOSING REMARKS AND ADJOURNMENT

24. PIPSC Rep indicated that there is much concern in the CS community caused by the perception that a contracting out study of the function is being conducted. ADM (Mat) and a team of CS employees, as well as one UNDE member, are involved in a study to establish a functional baseline. PIPSC Rep requested that local CS employees be assured that the study findings will be widely disseminated.

**A1 CHRM**

25. In addition, the PIPSC Rep commented that there is cynicism concerning the completion of civilian learning plans as a result of insufficient funding, and suggested that better communication to middle managers is required. D Air CMS indicated that messages have been sent out to managers on the importance of learning plans and of including funding requirements in the business planning process. DCHRSC (Prairies) advised that there are many forms of learning which do not involve a cost.

26. DG Air Pers stressed the importance of communication to alleviate fears related to the CF transformation and Canada Command, and promised to share steps and facts with the UMCC.

27. A1 informed the Committee that this would be her last UMCC. She thanked the Ottawa and Winnipeg participants for their professional manner and organization-centric orientation. UNDE VP (MB/SK) and UNDE VP (Quebec) also thanked A1 and the Committee and indicated their involvement may be affected as a result of the National UNDE Convention.

28. The next meeting will be scheduled for the October/November 2005 timeframe. Meeting adjourned at 11:45 a.m.

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Mrs. Brenda Hebert  
Secretary

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BGen P. Brennan  
Co-chairperson

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Mr. Brian Molsberry  
Co-chairperson

#### Distribution List

#### External

#### Action

PIPSC Rep  
IBEW Rep  
NDHQ/ D Air CMS  
UNDE VP (MB/SK)

#### Information

W Comd 1 Wing Kingston/UNDE Pres  
W Comd 3 Wing Bagotville/UNDE Pres  
W Comd 4 Wing Cold Lake/UNDE Pres  
W Comd 5 Wing Goose Bay/UNDE Pres  
W Comd 8 Wing Trenton/UNDE Pres  
W Comd 9 Wing Gander/UNDE Pres  
W Comd 12 Wing Shearwater/UNDE Pres  
W Comd 14 Wing Greenwood/UNDE Pres

W Comd 15 Wing Moose Jaw/UNDE Pres  
W Comd 16 Wing Borden/UNDE Pres  
W Comd 17 Wing Winnipeg/UNDE Pres  
W Comd 19 Wing Comox/UNDE Pres  
W Comd 22 Wing North Bay/UNDE Pres  
CO ATESS Trenton  
Comd 1 CAD MAC Esquimalt  
Comd 1 CAD MAC Halifax  
Comd ACPDTC Borden  
Comd CFASC Trenton  
Comd CFSACO Cornwall  
CO CCC Trenton  
NDHQ/ DG Air Pers  
UNDE National President  
UNDE Executive VP  
UNDE VP (Nfld/Lab/NB)  
UNDE VP (NS)  
UNDE VP (QC)  
UNDE VP (NCR)  
UNDE VP (ONT)  
UNDE VP (AB/North)  
UNDE VP (BC)  
UNDE VP PSP  
Linda Graham UNDE National Office  
AFCO Rep  
DCHRSC (Atlantic)  
DCHRSC (East)  
DCHRSC (NCR)  
DCHRSC (Ontario)  
DCHRSC (Pacific)  
DCHRSC (Prairies)/SC Liaison Officer (Air)  
NDHQ/MASOP PM  
NDHQ/DLRPP

Internal

Action

A1  
A1 Pers  
A1 CHRM  
A4 Log  
DCompt