

Pres UNDE Local 705 participating as a full member for this meeting to discuss 17 Wg issues.

2. A1/A4 asked if there were any changes to the Agenda. A change was noted in para 1, 3rd bullet that item should read - LMRC Enhancement Training rollout to Wings/Units (CHRSC Pr). The agenda was further modified to include one additional item under 'Round Table Discussion'; that being, EAP issues at 17 Wing.

OUTSTANDING BUSINESS

3. The previous minutes were reviewed and D Air CMS requested the following change:

para 9 last sentence should read: D Air CMS explained that the departmental UCS Impact Analysis Team has identified many of the same concerns; however, he will reiterate UNDE's concerns to the Impact Analysis and DUCT teams.

A1 CHR M

4. The action items were reviewed and the following items were addressed:

a. ADR Pilot Project

DCHRSC Pr

(1) CHRSC Pr reported that she discussed UNDE's concern with the EDCM. The EDCM team has been working with the UNDE ADR OPI and met with UNDE representatives in Ottawa on 28 Mar 01. She advised that a strategy to train union representatives in ADR would be forthcoming. DCHRSC Pr will provide copies of the Summary of Decisions from the 28 Mar meeting to be appended to the present minutes.

(2) 17 Wg CDRC tabled a DRC Status Report and advised that the 17 Wg Steering Committee had been inadvertently excluded from the Distribution List. 17 Wg CDRC provided an overview of the report and advised that he had met with Pres UNDE Local 705 and the UNDE ADR OPI to address some of the local concerns regarding ADR. 17 Wg CDRC briefed the committee on the report findings by Ms. Jennifer Lynch and advised that while the full report may not be available for distribution, he will try to provide the portion of the report that applies to 17 Wg. UNDE reps stressed that communication with and buy in by all stakeholders was critical to implementation

DCHRSC Pr
UNDE VP
(Nfld/Lab/NB)
17 Wg CRDC
D Air CMS

success. 17 Wg CDRC advised that a departmental Communication strategy is expected to receive PMB approval in Sep 01. Discussion ensued regarding the need for ADR programming to adapt to the cultural differences between Environmental Commands. Pres UNDE Local 705 asked if there were any statistics available on what hasn't worked with ADR. DCPSC Pr will provide a national project update for the next meeting, and 17 Wg CDRC will provide local statistical information on that pilot. DG Air Pers stated that statistics should include both successes and failures and that there could be concerns that remote Wgs will not receive the same type of service as those Wgs that are in the hub areas. DCPSC Pr will raise the members' concerns to EDCM. UNDE will also raise this issue to the EDCM. D Air CMS will follow up on potential shortcomings in project implementation and report to the next LMRC.

- b. LMRC Enhancement Training - DCHRSC Pr reported that DGER is still evaluating this training package in conjunction with DGLPD. UNDE VP (Nfld/Lab/NB) advised that the training has already been piloted in both the Atlantic and Ontario regions, and requested that two pilot locations be identified for the Air Force. She also queried whether the training is available in French. She pointed out that this training is essential for members of LMRCs, and its lack has reduced the effectiveness of some local committees. UNDE VP (Nfld/Lab/NB) stated that the course is to be jointly delivered by union and management facilitators, and that train-the-trainers sessions will be required. DCHRSC Pr will get a copy of the training package and verify whether the training is available in both official languages. A1 CHRM and DCHRSC Pr will develop an implementation plan in place by the end of Jun for the secretarial review/approval of the LMRC members.

DCHRSC Pr
A1 CHRM

Secretarial Note - DCHRSC (Pr) is in the process of obtaining a copy of subject training package, which will be reviewed by her staff over the summer. It is anticipated that a pilot course (2-3 days in duration) could be ready for delivery by October 2001. A1 CHRM has proposed that the 1CAD/UNDE LMRC membership would be an appropriate audience for this pilot; this suggestion will be discussed at the next LMRC meeting.

DCHRSC (Pr) will provide further information regarding logistics for the full implementation of the training program, in terms of the recommended use of contract versus in-house (management and union) training resources. However, it is likely that following the pilot, a 'train the trainer' program will be needed, involving the commitment of four Air Force management/trainers to later conduct the course in 10 locations.

The full program should be ready for Air Force rollout in early 2002; individual course scheduling to be determined in consultation with Wing LMRCs. Although no central funding is available at this time, DGLPD is looking at this as a program which may be delivered corporately. Since costs may now be expected to be borne by the air force, an estimate will be provided along with the rollout proposal at the fall 1CAD/UNDE LMRC.

- c. Knowing Your Collective Agreement - DCHRSC Pr reported that this training was held in Greenwood 23-24 Apr. UNDE VP (NS) commented that the training had been well received by employees and supervisors. DCHRSC Pr advised that she had been in discussion with A1 CHRM regarding training at 17 Wg and 1CAD HQ, and that she will make arrangements to have the consultant come to Winnipeg. A1/A4 agreed to fund the associated travel costs. DCHRSC Pr
- d. Clarification of civilian establishments vis-a-vis the Vacancy Management Framework (VMF) and Business Planning - D Air CMS reported that DG Air Pers and he had met with CAS and it was decided that there would be no changes at present to the Air Force Vacancy Management Framework. However, the VMF's relationship to establishment 'control' will be further clarified in the CAS Planning Guidance. D Air CMS
- e. Failed ASD scenario - D Air CMS reported that the issue of 'planning for failure' has been raised to the UMCC and referred to the ASD sub committee for review. D Air CMS will report back to this LMRC on the sub committee's report and UMCC's response. D Air CMS
- f. ASD Continuity Plan - A7 reported that ASD governance issues will be addressed through Business Planning D Air SP 5-2

Guidance; noting however, that most projects are departmental in nature and would have to be dealt with centrally. A5 Compt advised that he likely would raise observations as a result of his audits. D Air SP 5-2 will address this issue to DG Air FD in a briefing note.

- g. 1 CAD Grievance Reports were covered under 'Standing Items'.
- h. Moose Jaw NFTC Costing - A5 Compt advised that Moose Jaw was not funded from the Air Force budget last year. He is working on a breakout of the costs for 15 Wg vice NFTC, and will provide the information to the committee when available. A5 Compt
- i. Employability Strategy Funding - DCHRSC Pr reported that departmental employability strategy funding was in place for 2 years only and is no longer available, however DGLPD is prepared to work with Level 1 HRBMs to compile PMB submissions should the need be identified. In relation to specific ASD initiatives, A7 advised that SCP and SSSR should incorporate employee retraining costs into projections, and that for Air Force specific initiatives, DG Air FD should identify retraining costs as part of transition planning under capital programming. A7 will follow up on this issue and report back to the LMRC. D Air CMS and A1 CHRM will assess the current requirement for generic employability training, i.e., a continuation of the employability strategy objectives. DCHRSC Pr agreed to discuss with Director of Civilian Employment Policies, thus ensuring that ADM (HR Civ) is aware of the potential requirement for additional employability funding. A7
D Air CMS
A1 CHRM
DCHRSC Pr
- j. CH 113 Close Out - A1/A4 reported that there will be no civilian impact.

NEW BUSINESS

5. ASD - D Air SP 5-2 provided an update on the Site Support Services Review (SSSR), noting that a capacity check assessment will be presented to DMC in June. UNDE VP (NS) suggested that the draft ASD capacity check should be shared with UNDE. D Air SP 5-2 stated that the draft document is being reviewed by the VCDS, and cannot yet be released. D Air SP 5-2 indicated that Base Service Index (BSI) will be implemented on four wings this fall, with adoption Air Force-wide by March 02. It was also noted that SSSR is presently

on hold pending decisions to be made at the June DMC. SCP bids are currently being evaluated.

6. Relocation of 2 PPCLI - W Admin O 17 Wg provided a briefing on the impact that the relocation of 2 PPCLI from 17 Wg to CFB Shilo will have on civilian employees at 17 Wg. He advised that reasonable job offers are anticipated for all potentially affected civilian indeterminate staff (20.3). 2 PPCLI will move an advance party this year, approximately 100 troops next year and the bulk of the force in 2003. UNDE VP (Nfld/Lab/NB) asked that the HR plan be shared with the union. Col Palmer advised that the employees will be offered jobs as per the 17 Wg Vacancy Management Framework.

7. Moose Jaw and Goose Bay Status Issue Identification - UNDE VP (Nfld/Lab/NB) requested a detailed breakdown of the work done by the contractor and that done by the base with a costing of each. A1/A4 advised that UNDE has a copy of the contract that details the work that is done by the contractors. UNDE VP (Nfld/Lab/NB) stated that the civ and military numbers are increasing in both locations, and that the union is concerned about the possible re-creation of deleted positions. A1/A4 confirmed that W Comd 5 Wg is looking for additional resources, and tasked A7 to provide the following information: number of additional military resources, civilian resources and PSP resources and the rationalization for the increase. A1/A4 noted that the resource situation at Moose Jaw has changed because of the ministerial decision to retain the Snow Birds. A7

8. Labour Negotiations - UNDE VP (Quebec) reported that the Treasury Board has offered all PSAC tables 2% increases for each year of a three year contract. PSAC members will be holding strike votes until 24 May 01, and it is anticipated that a majority of members will vote in favour of strike action. UNDE VP (Nfld/Lab/NB) stated that their members are tired and frustrated. A1/A4 expressed concern that both union and management work to avoid the fractured relationships that can result from such disputes. He advised that he would ensure CAS is aware of the Union's position. A1/A4

9. UNDE Concerns

- a. Financial Reports - UNDE VP (Nfld/Lab/NB) reported that financial information is not being shared consistently at the local level, and suggested that the example of reports provided by 22 Wg be followed at all locations. A5 Compt advised that if specific Wgs are not providing the agreed upon information to the local UNDE presidents, UNDE VP (Nfld/Lab/NB) could either advise him or follow up directly UNDE VP (Nfld/Lab/NB) A5 Compt

with the appropriate WComd. A5 Compt also advised that he will provide direction to the WCompts at their upcoming conference. W Admin O (17 Wg) suggested that financial information should be passed from the Compt to the management Co Chair of the Wing LMRC for distribution.

- b. Union/Management Relations at Wings - UNDE VP (Quebec) reported that some positive progress is being made at 3 Wg but some issues still have to be resolved. UNDE VP (Nfld/Lab/NB) discussed perceived problems in obtaining term employment data from 17 Wg. W Admin O (17 Wg) stated that the information was shared at their previous LMRC, and that UNDE reps have not made him aware of any additional requirements. This issue is to be addressed locally.

10. UCS - D Air CMS reported that the UCS momentum has slowed, pending some necessary implementation decisions by the Treasury Board. He reported that UCS Impact Analysis teams have been stood up at each of the Wings and at CAS. Local union representatives are members of these teams. Currency issues for some 1300 Air Force positions which may have changed since the 1998 review are the present focus of preparation for UCS implementation. DG Air Pers advised that money was not an issue if positions require reclassification. It was also noted that the CAS will be issuing a letter to all employees regarding the status of UCS implementation in the next few weeks. D Air CMS also advised that the Air Force had been very active in sending people on the Leading Transitions course and that there would be more of these courses available. UNDE VP (Nfld/Lab/NB) expressed thanks for providing Union members the opportunity to attend the training. DG Air Pers stated that he would continue to promote the advantages of Leading Transition training.

11. Maritime Helicopters Project - A7 advised that the location would not be selected until the study is complete, which is expected to be in early Jun. A7 advised that he would provide the report to UNDE after it is released by DGFD. A7

12. Budget Overview - A5 Compt tabled information on the 2001/02 funding allocation to the Wgs, and confirmed a 1.5% reduction in available monies. A4 AE Sp advised that there will be much less flexibility between SWE and O&M for this year. Funding for flying activity and infrastructure support have both been reduced, with a primary focus on the regeneration of personnel. UNDE VP (Nfld/Lab/NB) expressed concern about possible impact on civilian

employment, and was advised that while some term employees may be affected, it is anticipated that indeterminate employees would not be.

13. Employee Assistance Program - A1 CHRWM tabled a report on EAP activities and the statistics for the period Oct 00 to 31 Mar 01. D Air CMS reported that he had raised UNDE's request for an EAP Symposium to be held annually to the National EAP Advisory Committee. He advised that a Symposium would be held every 2 years. UNDE VP (NS) stated that DND's EAP would be celebrating its 20th Anniversary next year.

14. Employment Equity - A1 CHRWM tabled a short employment equity report and described requirements surrounding the civilian Demographic Census, which requires a minimum 80% completion rate. D Air CMS advised that very early returns on the Demographic Census indicate 35% of employees have completed and mailed in the census forms. A1 CHRWM advised that she would be monitoring the completion activity and taking action where required.

15. Personnel Numbers Mil and Civ - A7 advised that an electronic copy of the military information would be provided to UNDE within the month. Civilian numbers were tabled and UNDE VP (Nfld/Lab/NB) was pleased with the report. A7

16. Grievance Stats - A1 CHRM tabled the civilian grievance statistics for the period Jan 00 - 31 Mar 01. A1 Pers stated that more information was required in this report. A1 CHRM and DCHRSC Pr will meet to discuss reporting requirements. A1 CHRM
DCHRSC Pr

ROUND TABLE DISCUSSIONS

17. Raising of Issues to UMCC - UNDE VP (Nfld/Lab/NB) requested that issues that cannot be resolved at the 1 CAD/UNDE LMRC be raised to the UMCC. DG Air Pers advised that while this is certainly an option, under most circumstances, avenues for the internal staffing of issues should be exhausted before referring items to UMCC.

18. DCHRSC Pr provided information on the Learning Centre in Winnipeg and the concept of Learning Centres which will include resources for both military and civilian employees. DG Air Pers was pleased that the Department was moving ahead with a combined mil civ effort.

19. D Air CMS advised the members that the Command will have

to find additional resources for data capture of civilian training into DHRIMS.

20. UNDE Pres Local 705 stated that funding was required for 17 Wg for stress, harassment and suicide awareness programs. A1/A4 advised that he would contact the W Comd 17 Wg. A1 Pers and A1 CHRM will identify ways of measuring employee well being.

A1/A4
A1 Pers
A1 CHRM

21. UNDE VP (Nfld/Lab/NB) noted that A7, A4 AE and A1 Pers will be posted and thanked them for their input into the LMRC. She stated that using tape recorders for recording of minutes of these meetings should be considered. A1/A4 advised that the method of minute taking was A1 CHRM's decision.

22. The next meeting will be scheduled sometime in September in Winnipeg. The meeting was adjourned at 1355.

Ms. Brenda Hebert
Secretary

BGen D. Lucas
Co-Chairperson

Ms. Debbie Graham
Co-Chairperson

Annexes:

Annex A DRC Status Report
Annex B ASD Presentation
Annex C Budget Overview
Annex D EAP Report and Statistics
Annex E Employment Equity Report
Annex F Personnel Numbers - Civ
Annex G Grievance Report

Annexes A to G were provided to participants at the 9th 1 CAD/UNDE LMRC meeting and are not enclosed with these minutes.

Distribution List (page 10)

Distribution List:

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/ W Admin O/Pers Admin CDRC/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
DG Air Pers/D Air CMS
D Air SP 5-2
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 (Man/Sask)
UNDE VP (AB/North)
UNDE VP (BC)
UNDE VP PSP
Linda Fletcher UNDE National Office
CHRSC (Pac)
CHRSC (Pr)
CHRSC (NCR)
CHRSC (Eas)
CHRSC (Ont)
CHRSC (Atl)
HQ/CO
A1 Pers
A4 AE
A4 AE Sp
A7
A5 Compt