

Land Force Atlantic Area
Headquarters
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6007-1 (Chairperson

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6 December 2006

Distribution List

**MINUTES - LABOUR MANAGEMENT RELATIONS COMMITTEE
(LMRC) MEETING HELD AT LFAA HQ, BUILDING D201, 4TH FLOOR,
COMMANDER'S CONFERENCE ROOM – 1000-1200 HRS – 5 OCTOBER 2006**

Chairperson: Colonel C.R. Lacroix, COS LFAA

Co-Chairperson: Ms D.A. Graham, UNDE Vice President NL and NB

Members: Ms H.T. Belliveau, AHRM LFAA
Mr J. Stewart, DCHR CHRSC (A)
LCol W.T. LeLievre, G1 LFAA HQ
Capt J.K. Judiech, Acting G4 LFAA HQ
Maj D.G. Lloyd, Acting G5 LFAA HQ
Capt C.D. Tizzard, LFAA Employment Equity Officer

Regrets: LCol G. McNeil and LCol J.R. Woodgate.

Secretary: Ms Collette Murray, COS Admin Asst LFAA HQ, Recording Secretary

I & II CHAIRS REMARKS

1. Ms Graham opened the meeting on behalf of the Chair, as he was delayed by urgent business. She welcomed all to the meeting.

III REVIEW OF PREVIOUS MINUTES

2. Minutes were accepted as distributed.

IV OLD BUSINESS

3. ADR Usage outside the grievance process – Mr. Jim Stewart, DHRSC(A):

Mr. Stewart stated that as the DRC does not distinguish between civilian and military cases he had received a report on all ADR usage in Atlantic Canada.

He has requested a report giving the breakdown and hopes to have this info available either secretarially or at the next LMRC meeting.

4. Designated group Members hired-CF/Civ-Capt Tizzard, LFAA EEO:

Capt Tizzard stated that she did not have the breakdown of DGMs hired who were from the CF. She indicated that in LFAA we are getting better stats on hiring overall through the use of the LFAA EE Consultation Forms. Capt Tizzard distributed copies of the new form, which has been updated to reflect changes under the new PSEA, along with the Comd LFAA Staffing Guidelines for the use of the Consultation Form. She emphasized how these forms ensure visibility on EE discussions as part of the staffing process where LFAA gaps exist. The challenge now becomes receiving feedback on whether the DGMs hired are former CF members. Capt Tizzard indicated that she will be in Gagetown again next week and will discuss this information requirement with the CHRSC on site. Capt Tizzard indicated that this reporting should be included at the 3 ASG LMRC as that is where she foresees being able to extract the information requested given that the majority of staffing occurs within Gagetown. Staffing outside of Gagetown is minimal and could be followed up individually.

LFAA EEO

V STANDING ITEMS

PSMA

5. Mr Stewart suggested that now that the new Public Service Employment Act (PSEA) has been stood up it is not necessary to keep this on the agenda as a standing item. Any important issues or responses back from tribunals can be brought up in Round Table. Mr Stewart stated that there has been one formal Tribunal Decision, in the Public Service, a DND case out of Trenton ON. Lessons learned are that a Tribunal is going to be very judicial, like a Labour Relations Tribunal, with sworn evidence and witnesses. Both sides are learning the importance of preparation for these tribunals, as they are not just administrative in nature. Mr. Stewart suggested that this may increase the impetus to resolve things in mediation instead of going before a tribunal. The Tribunal also gave its first views on what abuse of authority means and it is not as limited as the employer had argued. The LMRC members agreed that PSEA would no longer be a standing agenda item.

6. Ms Graham and Ms Belliveau requested an update on Essential Services Agreements. Mr Stewart stated that the Essential Services Agreements are going to be more nationally and command driven than in the past. With the new Joint Task Force a regional readiness perspective may also affect the process. Ms Graham stated that from the Union's experience on the last round that we found that some groups were more diligent than others. Mr Stewart stated that this time there would be more of a management overview at the national level than

Mr Stewart

previously, however, the initial work will begin at the Local level and progress in the same manner as last round. Mr. Stewart advised that under the ESA a position will remain designated and is not subject to renegotiation, therefore position management becomes critical. Ms Belliveau indicated that in LFAA position management for designated positions was always closely watched.

EAP

7. Ms Belliveau informed the LMRC that over the period 30 April 2006-30 September 2006 there was 15 new visits, six repeat visits. One CF Member used the EAP during this period. The most cited reasons for program usage visits were family related, work related and health issues in that order. Ms Graham stated that in the last few months the Gagetown area has experienced quite a few losses with our members, their partners or their family members. Ms Belliveau stated that indeed the referrals numbers are up and that it speaks well for the fact that the Program is available and accepted as a tool in work place well being.

8. Ms Belliveau reported that three of the RAs in Gagetown are currently on a leave of absence, with only one anticipated to return. Ms Belliveau stated that a newly trained RA was posted to 3ASG this summer and we are hoping and she is willing to continue her role as an RA in Gagetown and that this can be supported by both management and labour. LCol Lelievre asked if there is an established procedure that has to be followed. Ms Graham informed him that the RA has to fill out an application, which goes to her Supervisor, and after approval it goes before the LMRC for approval of both parties or the RA is not accepted. Ms Belliveau advised that there are at least three more civilians in Gagetown who expressed an interest in becoming EAP RAs.

9. Ms Belliveau advised that two new chairs have been named, Debbie Troke and Robert (Bob) Powell, to replace the two retiring chairs, Richard LeBlanc and Connie Denby. Chairpersons Training will occur in December this year in Quebec. Ms Graham informed the Committee that she is attending the Chairperson Course in Quebec, as well.

10. Ms Belliveau advised that the next EAP Committee Meeting would be held in Moncton NB on the 26th October 2006 as a community building exercise for NB RAs. The AHRM will attend.

Grievance Report

11. Mr Stewart presented the LFAA 2006 Grievance Report as attached. Mr Stewart stated that the increased and successful use of ADR as a conflict resolution method in the grievance process is a good indicator of acceptance of ADR. Ms Graham also stated that the Union is beginning to use this ADR process, as there are some benefits for them.

EE

12. Capt Tizzard reported to the Committee that the Commander 3 ASG sent out a letter in September 2006 supporting the use of the EE Staffing Consultation form, copy attached to the minutes with the new Staffing Goals updated from March 2006 data. The major areas of under representation are women and persons with disabilities. Capt Tizzard stated use of the form increases both awareness and accountability. Capt Tizzard emphasized the Commander 3 ASG strong words in his covering letter; "I expect that hiring a member of the relevant designated group will continue to be given priority when a LFAA representation gap exists."

13. Mr Stewart stated that this letter is very important compendium document that we are using for staffing purposes. Ms Belliveau stated that the staffing goals apply to all staffing actions in LFAA where gaps are identified and are staffing sensitive vice time sensitive. The only issue to date are in locations where there is not a lot of civilian staffing completed, therefore the consultation form is unfamiliar, so LFAA is dependant on the Service Centre to bring it to the manager's attention when conducting the staffing exercise. Mr. Stewart stated that Marlant is using the form and is trying to get all the other units to use the form as well.

14. Capt Tizzard reported that globally our statistics and representation have improved. As part of the report for the HR Plan we had a significant gain in the women's group and an improvement in persons with disabilities in the operational category.

15. Ms Graham requested that Capt Tizzard find out whether the gaps were closed using internal or external staffing. Ms Graham reason for asking is because we have a disproportionate number of women as well as the other designated groups sitting in the Admin Support Group. Ms Graham stated that she is hoping that we are using their internal workforce first to correct that imbalance.

16. Mr Stewart volunteered that the introduction of the Job Experience Training (JET) Program may assist in this effort as it allows people to go from their current position to other and different assignment to determine if they wish to change positions or indeed occupational categories. Ms Graham stated that JET has been very successful here in Halifax, but that implementation still has to be proven effective in Gagetown. Mr. Stewart stated that when the JET started here in Halifax there were issues to work through but now it is going strong and fully supported by labour.

17. Ms Belliveau advised Ms Graham that Gagetown has requested funding to bring women into the Apprenticeship Program, and that the policy is to look toward the internal workforce first. She added that implementation of this

initiative is dependant on funding. Ms Graham welcomed this news and indicated that she had also pushed for this type of initiative in her union role.

18. Capt Tizzard updated on activities in LFAA regarding EE as follows.
 - a. Employment Equity Advisory Group kick-off in H33, Small Dining Room, Gagetown, NB at 1000 hrs on 10 October 2006. The goal is to generate interest to start four Advisory Groups in Gagetown. Capt Tizzard confirmed that this is open to everyone and it should be only half hour to forty-five minutes. There will be representatives from the National AG there to help. Capt Tizzard informed the LMRC that she compiled two brochures/booklets to assist with the start-up process.

VI ARMY SUPPORT RESTRUCTURE/ARMY TRANSFORMATION/SUPPORT REVIEW STUDY

19. Maj Lloyd updated the LMRC on Army Transformation, presentation attached to minutes. He spoke on the effect of Task Force Afghanistan, Roto 3 on operations and support requirements in Gagetown.
20. Maj Lloyd stated that with the LFAA TC Internal Restructure the CO, because of the limited military resource pool, has been looking at using more civilian resources. However any growth is dependant on receiving additional funds.
21. Maj Lloyd informed that in LFAA HQ the stand up of Joint Task Force Atlantic (JTFA) will effect resources in the HQ Bldg D 201. The major impact on LFAA has been in the integration of PAOs, Padres and Intelligence. Maj Lloyd stated that there ha been minimal civilian employee impact, but it is recognized as having a potential effect on the HQ as a whole. Maj Lloyd reemphasized the LFAA commitment to transparency stating the most recent G5 info could be found on LFAA Matrix on G5 Web Site
22. Ms Graham queried since the Chief of Land Staff is making Afghanstan a priority for troops would civilian terms or casuals be used for backfill if required? Mr Stewart responded that they would be replacing Military members by using Terms instead of Casuals, as the casual work term restrictions are shorter than it used to be.
23. LCol LeLievre reported that the Territorial Defence Battalion Groups are going to be stood up in the very near future. In Halifax the deadline for standup is the 1 April 2007. There will be two more stood up in the Atlantic Area by 9 December 2009, one in St. John's NL and the other one in New Brunswick, location to be possibly in Fredericton or Moncton. These are an organization of initially about 450 Military personnel and will increase to 1,028

in those areas with Reservists. The impact on the civilian workforce will be very minor, a few HRMS Clerks may be hired. He stated that the time lines are extremely short and we will probably be giving you information within the next two weeks.

26. Capt Judiesch, for G4, stated that in the Institutional Support component of ASR the only change is instead of 20 Military positions being converted to Civilian in 2007 only 10 would be converted. This is at the Army's request because it had only 10, not 20, positions to give LFAA. Offsets numbers to remain the same just spread over a longer period.

VII ROUND TABLE

27. Ms Belliveau stated that she has received some timely information in an e-mail today with the Army's response to the draft DAODs on Labour Management Relations and Labour-Management Consultation. Letter attached dated 25 September 2006 and signed by Brigadier-General I.C. Poulter, Director General Land Staff, National Defence Headquarters. Ms Belliveau stated that some of the key points:

- a. Salaries for Union VPs should be centrally funded given the cross command and departmental nature of their service;
- b. Clarity of process/guidance is lacking, goal should be obtaining a balance between consistent application and management flexibility. Additionally roles and responsibilities could be more clearly articulated; and
- c. Authority table is incomplete; the role of AHRMs is not included.

28. Ms Belliveau wished Capt Tizzard well in her upcoming six weeks in Wainwright as Escort Officer.

29. Ms Graham informed the LMRC that it is our Components 40th Anniversary and we will be having our major celebration and also see some of our paraphernalia around.

30. Ms Graham asked Mr Stewart about retention initiatives in the department, specifically for the trades. Mr Stewart indicated that Adm HR Civ have/will conduct a number of focus groups across the country looking at retention issues. Attendance is being requested through the chain of command..

31. Ms Graham informed the LMRC that as of January 2007 she will have access to the DIN again.

VIII ADJOURNMENT AND NEXT MEETING

32. The Chair and Co-Chair thanked all for coming and requested a tentative timeframe for the next meeting. The proposed timeframe by the members of the LMRC is 25 January 2006 and the proposed Meeting Place will be the VTC Meeting Room on the 4th Floor Building D201 – 1000 hrs to 1200 hrs. The change in the Meeting place is so that the VP UNDE NL and NB can attend by VTC instead of traveling to Halifax. The time, place and date will be finalized and announced pending calendar reviews of the COS LFAA and the VP UNDE NL and NB. VP UNDE NL and NB to chair.

C.R. Lacroix
Colonel
Chief of Staff LFAA
Chairperson

Ms D.A. Graham
UNDE Vice President NL and NB
Co-Chairperson

Ms C.M. Murray
Secretary to COS LFAA
Secretary

Distribution List

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