

Agriculture and Agri-Food Canada (AAFC)
National Union-Management Consultation Committee (NUMCC)
December 12, 2013
Minutes

Present:

Agriculture and Agri-Food Canada (AAFC)

Suzanne Vinet	Deputy Minister
Tim Sargent	Associate Deputy Minister
Siddika Mithani	ADM Science and Technology Branch
Pierre Corriveau	ADM Corporate Management Branch
Tina Namiesniowski	ADM Market and Industry Services Branch
Greg Meredith	ADM Strategic Policy Branch
Jodi Redmond	ADM Communication and Consultations Branch
Gilles Saindon	Associate ADM Science and Technology Branch
Michael Whittaker	Chief Audit and Evaluation
Louise Sénéchal	General Counsel and Deputy Executive Director, Legal Services
Rama Rai	Director General, Strategic Management Directorate, Information Management Services
Linda Parsons	Director General, Innovation Programs Directorate, Programs Branch
Caroline Dunn	Director General, Human Resources Directorate, CMB
Ceci O'Flaherty	Director, Labour Relations, Human Resources Directorate, CMB
Sandra Liston	Union-Management Coordinator, Human Resources Directorate, CMB

Agriculture Union (PSAC)

Bob Kingston	President
Fabian Murphy	First National Executive Vice President
Milton Dyck	Fourth National Executive Vice President

Professional Institute of the Public Service Canada (PIPSC)

Catherine Keir	Vice President, AAFC National Consultation Team
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Canadian Association of Professional Employees (CAPE)

Salma Jaroudi	President, AAFC – NCR (Local 507)
Yves Rochon	Labour Relations Officer, AAFC – NCR (Local 507)

Regrets:

Michel Lessard	CIO Information Systems Branch
Manon Brassard	ADM Programs Branch
Glenn Miller	Second National Executive Vice President, PSAC
Raphaël Tarasco	Third National Executive Vice President, PSAC
Dale Woloshin	Steward, Union-Management Consultation Team, PIPSC
Jean François Prigent	Employment Relations Officer, PIPSC
Danielle Lafleur	Labour Relations Advisor, ACFO
Paul Cameron	Assistant Business Manager, IBEW
Nathalie Jacques	A/Principal Consultant, Labour Relations, Human Resources Directorate, CMB

Agenda Item

Summary and Action

Accountability

- 1. Opening remarks**
S. Vinet

Summary:

S. Vinet highlighted the changes and new initiatives that have taken place at AAFC over the past 6 months. She thanked the Unions for their collaboration and efforts.

F. Murphy (PSAC) advised of changes to their National Executive Team. Milton Dyck has replaced Meriah Krebs as Fourth National Executive Vice President. Rick Cormier will be replacing Raphaël Tarasco as the Third National Executive Vice President in January 2014.

- 2. Approval of Minutes**
S. Vinet

June 14, 2013 minutes indicated Rita Moritz as present, in error. The minutes were adopted with this one change.

**No follow up
required**

- 3. Blueprint 2020**
T. Sargent

Summary:

T. Sargent reviewed Blueprint 2020 activities and outcomes to date.

AAFC's engagement blitz took place in October and was complimented by other horizontal activities within AAFC. Thousands of ideas came forward, which are being grouped together based on overarching themes. The final report is due to the Clerk of the Privy Council by end of February. This report will form AAFC's agenda for the future. AAFC has committed to taking early actions and some ideas have been implemented already.

T. Sargent offered to ensure Unions continue to be briefed on this initiative. (*This will occur at the HRUCC regular monthly meetings*).

DG HRD CMB

Completed: 2014-01-16, 2014-02-19, 2014-04-16

- 4. Science & Technology
Branch (STB)**
S. Mithani/G. Saindon

Summary:

S. Mithani provided an overview of the objectives of the STB transformation and AAFC's approach to research, development and knowledge transfer. The more recent focus has been on the creation of a long-term, strategic direction through the development of sector strategies.

Many engagement sessions were held across Canada to provide employees with an opportunity to contribute to these strategies. Internal outreach will continue through December, and external outreach will be conducted through to February. The intent is to have the strategies operational by the end of March 2014 for implementation in the 2014-2015 fiscal year.

To support the implementation of the Branch strategic direction, STB is developing an Integrated Branch Business Plan that will describe concrete actions; ensure alignment of resources; inform the development of the

annual branch priorities; and establish the foundation for effective ongoing management and decision making related to project approvals, resource allocations, partnership development, etc.

In relation to collaborate initiatives with the provinces and other public sector organizations, AAFC continues to play an active role in these alliances. B. Kingston suggested that we promote AAFC's role in the partnership with the Province of Saskatchewan and National Research Council in the wheat project.

AAFC to explore the possibility for options to highlight Departmental involvement in the wheat project.

**5. Strategic Policy
Branch (SPB)
G. Meredith**

Summary:

G. Meredith explained that Growing Forward 2 (GF2) is a \$3B dollar investment by federal, provincial and territorial governments and the foundation for government agricultural programs and services over the next five years (2013-2018).

AAFC administers three broad federal programs with \$1 billion under GF2 aimed at generating market-based economic growth in the agricultural sector.

GF2 will see an increased focus on innovation, market-development and regulatory reform – helping to create the conditions for productivity improvements and sustainable growth and to help position the sector itself for capitalizing on those positive prospects.

L. Parsons, Programs Branch, explained that the standardization and harmonization of all processes, products and tools has been completed and are being used to deliver the federal GF 2 programs. The Grants and Contribution Delivery Systems is being implemented allowing employees to use these standardized tools and offering clients the ability to apply on-line. The feedback from employees and clients has been positive. We will continue to look at ways to streamline processes, create efficiencies and improve service to clients, through consultation with clients and employees.

B. Kingston suggested a study to gauge the effects of streamlining on employees' productivity.

L. Parsons indicated that baseline information is not available however work is underway in the department to support the Treasury Board Secretariat requirement to develop efficiency indicators.

**No follow up
required**

**6. Market and Industry
Services Branch
(MISB)**

Summary:

T. Namiesniowski reviewed changes to the MISB organizational structure. The Branch now consists of four

T. Namiesniowski

directorates, previously six. Some functions have merged to better leverage work and provide support to industry. With provinces and territories playing a greater role, resources have refocused on their core mandate in the International agenda. Regional offices have been standardized and are the corporate face of AAFC outside of the National Capital Region.

B. Kingston questioned how the new agreement with Europe will affect this smaller employee base.
T. Namiesniowski explained that AAFC is not alone; the provinces and territories are playing a greater role.

No follow up required

**7. Communication and Consultation Branch (CCB)
J. Redmond**

Summary:

J. Redmond explained the changes in reporting relationship for ATIP (10 employees) and Web Publishing (6 employees). Management accountability for both has transferred to CCB from ISB effective November 1, 2013. The ATIP work unit remains unchanged, and employees continue to be in their same work location. Web Publishing previously consisted of two groups, comprised of CCB and ISB employees. These functions are now co-located as one team, allowing for an end-to-end publishing service for clients.

No follow up required

**8. Canadian Pari-Mutuel Agency (CPMA)
P. Corriveau**

Summary:

P. Corriveau stated that due to the decline in both workload and the federal levy that funds the Agency, CPMA recently underwent a transformation initiative. A total of 20 employees were affected by Workforce Adjustment (WFA) provisions with a net reduction of 9 positions.
F. Murphy raised the question of CPMA's office relocation. P. Corriveau confirmed that CPMA office staff in Ottawa has moved to Building 74 on the Central Experimental Farm to save the cost of market value rent. The NCR laboratory has not moved as it requires highly specialized features.
Cost saving alternatives are being considered for the Toronto and Vancouver office space.

No follow up required

9. Employment Equity & Inclusiveness Plan
P. Corriveau

Summary:

P. Corriveau summarized some of the accomplishments of the 2009-2014 Employment Equity and Inclusiveness (EE&I) Plan. These accomplishments included establishing EE networks for Aboriginal peoples, Persons with Disabilities and Visible Minorities; implementing a National Mentorship Program with a specific focus on EE designated group employees; developing and launching a self-identification campaign to increase the participation rate of employees; and the Inclusiveness Management Committee (IMC) delivering outreach sessions in the regions to increase EE&I awareness.

P. Corriveau outlined the progress made by AAFC and the Unions in developing the new EE&I Action Plan for 2014-17. Development of the plan included first conducting an environmental scan to identify strengths and weaknesses of the current EE&I Plan, and trends and challenges affecting employment equity.

The 2014-17 EE&I Plan identifies six high level key initiatives to advance the employment equity and inclusiveness goals of the department. The Plan addresses issues identified in the Public Service Employee Survey and complements the action plans of the Employment Equity networks and the Inclusiveness Management Committee. The Plan is aligned to federal priorities (including Blueprint 2020).

AAFC will continue to collaborate and consult with Unions and other EE Stakeholders as the Plan is finalized.

C. Dunn stated that AAFC will maintain two semi-annual meetings dedicated to EE to monitor progress.

No follow up required

10. Workforce Adjustment Update (WFA)
C. Dunn

Summary:

C. Dunn indicated that 85% of Budget 2012 WFA situations have been resolved. 147 situations remain unresolved, mainly Community Pasture Program employees.

Transformation, 88% of situations have been resolved. With respect to Compensation employees, 16 have been placed (including 8 through alternation and 2 have retired). Canadian Pari-Mutuel Agency SERLO processes have been completed and the majority of the reductions were achieved with volunteers.

No follow up required

11. Performance Management
C. Dunn

Summary:

C. Dunn stated that 98% of AAFC managers and supervisors have completed the mandatory online training. Workshops for supervisors and managers (one day) and employees (half day) will be available across the department starting in January 2014. The module will include a feedback section. We are also working closely with the AAFC Managers' Community and the Young Professionals Network to inform and engage employees. The establishment of the Departmental Review Panels are one of the remaining pieces of work to be addressed. We are looking to TBS for some additional direction in this regard. Further communication will come through HRUCC.

B. Kingston questioned the timelines for implementation.

C. Dunn responded that implementation is scheduled for April 1, 2014. Performance reviews for the 2013-2014 review period will be completed by May 30.

12. Issues submitted by Unions

Summary:

S. Jaroudi expressed an interest in seeing the rating scale for the new Performance Management Agreement.

C. Dunn asked that Unions encourage their membership to attend the training sessions.

B. Kingston requested to have a PSAC representative attend a training session.

C. Dunn confirmed that this would be acceptable and will share training dates with the Unions, once known.

Completed: 2014-02-05

DG HRD CMB

F. Murphy raised the issue of management attending Branch and Regional Union-Management Consultation through video and teleconferencing instead of attending in person. He stressed the need to consider having at least 1 meeting per year that was held in person.

Management to review current practices and will explore the possibility of 1 face to face meeting a year as requested by the PSAC.

Completed: 2014-02-19, 2014-04-19

DG HRD CMB

Next meeting

Next meeting date will be confirmed and scheduled.

ADM CMB