



provided a briefing. UNDE VP advised that UNDE would like to discuss the Air Force hiring restrictions and he was advised that this would be covered under item “Clarification of civilian establishment vis-a-vis the VM and BP” at para 2 d.

## OUTSTANDING BUSINESS

2. The following outstanding business items from the last meeting were discussed:

- a. SERCO performance bonus – UNDE VP (Nfld/Lab/NB) advised that she had not spoken with A4; however, all she required was information on the amount of performance bonus paid to SERCO. A5 agreed to provide. A5
  
- b. LMRC Enhancement Training – DCHRSC Pr advised that two serials of LMRC Enhancement Training train-the-trainers had taken place and that in the Air Force, local areas were to identify co-ordinators. UNDE VP (Man/Sask) advised that the Union had initially identified 4 locations that required this course, and now every Air Force location would benefit from this training because it has been approximately 6 years since the training had been provided. A1 CHRM advised that all Wings had been notified that the training was available through regional civilian HR service centres and that it was to be funded locally. DCHRSC Pr advised that DND had tried to access the \$7 million TB joint learning fund for this course, however money is not available for existing departmental programs. A1 advised that a letter would be sent to the Wgs encouraging them to participate in the training. The members discussed the fact that the length of the training may be problematic to managers. A1 suggested that possibly the training could be broken down into 2 sessions. A1 CHRM and DCHRSC Pr will get together to follow-up this issue. The IBEW rep advised that he had requested that IBEW members receive the train-the-trainers training, but that he never heard back. He stated that all bargaining agents should be involved and would appreciate if the Air Force would make sure that LMRC enhancement training be made available. PIPSC VP stated that this type of training laid the foundation for good union/management relations. UNDE VP (Quebec) suggested that there was a real need for 3 Wg to receive this training. A1 CHRM/  
DCHRSC Pr

- c. Knowing Your Collective Agreement - DCHRSC Pr advised that because of the MOU on joint learning between PSAC and TB, ADM HR Civ has decided to go with a co-ordinated way ahead. Treasury Board has allocated 7 million dollars to fund this initiative. UNDE VP (Man/Sask) advised that the Department couldn't wait for several years for this training. DCHRSC Pr advised that it should not take too long as we already have the curriculum; however that the training should involve all union members. IBEW representative stated that there was a need for managers/supervisors to understand all collective agreements. He advised that he was meeting with ADM HR Civ later in the day and would ask her to take this item to the UMCC. IBEW rep
- d. Clarification of civilian establishment vis-a-vis the VM and BP (D Air CMS) - D Air CMS advised that a member of A1 CHRM staff was involved in a review of the civilian establishment and asked A1 CHRM to speak to the issue. A1 CHRM advised that Comd 1 CAD had instituted a temporary restriction on the creation and hiring of new positions pending a review of civilian SWE expenditures. This review will be complete by the end of Jun. UNDE VP (Man/Sask) stated that UNDE is interested in receiving this report particularly the areas of civilian establishment and those areas where people have been let go and then re-hired (i.e. cleaners). A5 advised that the SWE over-expenditure is not \$10 million and that he would address in his report at item 13, Budget Overview. D Air CMS reported that he has not yet heard back regarding the further sub delegation of vacancy management authority: his office will continue to follow up on this request. D Air CMS  
A1 CHRM
- e. Failed ASD scenario - D Air CMS reported that he had requested this item be included on the agenda of the National UMCC scheduled for 29 May 02. D Air CMS
- f. ASD continuity plan – As all new ASD contracts have off-ramp provisions to allow DND to be released from the contract, this item is now closed. However, the issue regarding contingency plans to address the re-employment issue will continue to be addressed in the “Failed ASD scenario” item. Closed
- g. Moose Jaw and Goose Bay Status Issue Identification - A7 A5

stated that the ASD contract at Goose Bay is not controlled by the Air Force and that the Moose Jaw contract is still evolving. UNDE VP (Man/Sask) stated that Moose Jaw does not have enough military instructors and as long as we are augmenting the services with military, costs will continue to increase. UNDE VP (Man/Sask) advised that he will continue to track the status at Moose Jaw and will continue looking for costing information. It was decided that A1 Trg should be invited to the next meeting to discuss pilot training. A5 advised that it is difficult for 1 CAD to answer questions about Goose Bay as the ASD contract is centre-driven and funded at the CAS level. A5 further advised that the Goose Bay office manages funding from the VCDS. A5 stated that a copy of the governance structure at Goose Bay should provide information on who is the responsible body and will be provided to UNDE. The co-chairs will discuss this issue further.

A1/  
UNDE VP  
(Man/Sask)

- h. Maritime Helicopters Project - A7 advised that the decision was made to remain status quo. There is still no approval to acquire new helicopters. Closed
- i. Bagotville Labour Relations - UNDE VP (Quebec) advised that the problems in 3 Wg continue. A1 stated that she did not have all the background information, but expects to see these relationships improve. A1
- j. Gander Proposals – A1 CHRWM advised that W Admin O 9 Wg had provided information via e-mail that was included in the briefing books. UNDE VP (Nfld/Lab/NB) advised that she had received information that since the events of 11 Sep, the 9 Wg WComd is revisiting the options. A4 AE verified that this information was correct and that the Air Force was reviewing the options.
- k. SCP update and discussion – This information is covered in New Business at paragraph 3.
- l. 1 CAD HR Committee – A1 reported that the 1 CAD HR Committee's project charter has been signed off and 4 sub-committees have been formed. The sub-committee chairs have scheduled meetings for 17 Jun 02 to develop Terms of Accountability. The first meeting of the 1 CAD HR Committee will likely be scheduled in Sep 02. UNDE A1

co-chair suggested that invitations be extended to the other Unions to participate. A1 advised that she would send approved project charter to the members electronically.

- m. Draft Terms of Reference for Air UMCC – A1 asked if the members agreed with the draft TORs for the Air UMCC. UNDE co-chair requested that para 3 be amended to incorporate union consultation prior to decision making. A1 CHRM will send an updated draft to the members.

A1 CHRM

## NEW BUSINESS

3. SCP update – A4 Sup provided a briefing on the SCP and advised that she would provide the union with a copy of the matrix of the latest transition dates. She advised that the Goose Bay Supply employees will be transferring to the SCP and not to the SERCO contract re-let. She advised that she would be sending individual e-mails today advising employees that they are on a list that will be sent to the contractor and that has gone to the PMO and contains only base-line data. A4 Sup advised that she would provide copies at the end of the meeting to the members. DCHRSC Pr advised that the employees have the right to know but that A4 Sup should be clear about the 'affected' status of the employees on the list as distinguished from the definition of this term under the WFAD.

Secretarial Note: The list was e-mailed to union representatives and DCHRSC Pr on 22 May 02.

4. UCS Currency and update on PA Scenario – D Air CMS gave an account of a joint steering committee and DUCT meeting that took place 2 weeks ago and reported that Jim Judd, former DM, regretted that UCS had not unfolded the way it should have. He believed that the PA group would pave the way ahead for classification reform. 42% of DND employees are in the PA group. Work on currency will proceed with concentration on the PA group. IBEW VP stated that since Mr. Judd has moved over to TB, he has already done some hiring to ensure that Classification Reform moves forward. D Air CMS reiterated that there was still a need for classification reform. UNDE co-chair said that the union had the following concerns: the low number of classification officers (9) in the department, the fact that in some cases employees are writing their own job descriptions and the currency issue, including the lack of

ability of managers to complete a well-written job description. DCHRSC Pr advised that ADM HR Civ recognizes the need to refocus and that the Department is looking at the possibility of hiring consultants that understand DND to write work descriptions, although managers and employees will be required to input into the process. IBEW VP stated that most employees in DND are classified lower than other departments.

5. BSI and ABC – DG Pers Air advised that he did not have much more information to add to the tabled briefing notes provided by D Air Prog 3. He stated that we are not following ABC right now and that ABC will be phased in gradually. UNDE co-chair advised that in BSI, standards had to be further defined. DG Pers Air advised that D Air Prog 3 was looking at this. A5 stated that by 2005, we should have all the information needed to proceed.

6. Future Skills for DND Employees - UNDE co-chair stated that employees should receive specific training to provide upgraded 'hard' skills for future marketability. The department has to identify what types of employee skills will be needed within DND in the future and work toward ensuring that employees have these skills. DCHRSC Pr advised that future skills would be linked to competency profiles. UNDE VP (Nfid/Lab/NB) commented that one of the courses currently being offered is "Resume Writing" and that running this type of training does not give employees much hope for their future DND.

7. HR amalgamation of Level 3 HRBMs and Civ Pers offices – D Air CMS reported that the Air Force level 3 HRBMs, W Admin Os and Civ Pers staff held a meeting in Winnipeg last week. On the first day, the HRBMs and W Admin Os worked together and then they were joined by some ADM HR Civ staff for the the next day and one-half. He advised that DCHRSC Pr and ADM HR Civ staff did a good job of alleviating the concerns raised on the 1<sup>st</sup> day. The cutover date for the level 3s to move into the ADM HR Civ organization is 30 Jun 02. IBEW VP requested that information be made available regarding roles and responsibilities. DCHRSC Pr said that she would suggest to ADM HR Civ that a task listing be distributed.

DCHRSC Pr

8. Med Emerg Inc. Contract – CO 4 HSOTU provided a briefing note and a briefing on the Med Emerg Inc. Contract. He advised that Med Emerg was established as a temporary bridge with direction coming from CFMG. He advised that the Med Emerg contract is in place until 2004 and then there will be a determination of whether DND will continue to require the contract. PIPSC VP suggested that Med Emerg was being used to get around the staffing process. CO

4 HSOTU acknowledged that the length of staffing time and the TB pay for professional healthcare workers are issues. UNDE VP (Quebec) advised that the contract was to be used to hire professionals only; however, clerical people have been hired. CO 4 HSOTU advised that he was correct but that the clerical positions have to go through a validation process. DCHRSC Pr advised that the Service Centres would be pleased to provide the medical people with advice on options to hire people more quickly.

9. ADR and Harassment Policy – UNDE VP (Man/Sask) advised that the union is concerned with the way that ADR is being run; however, UNDE is back at the table in Winnipeg to identify its concerns and to determine whether there is value in participating. UNDE VP (MB/SK) expressed concern that the ADR organization was established without sufficient Union input. UNDE VP (Nfld/Lab/NB) advised that with the harmonization of the Harassment Policy, the union's role has been eliminated. UNDE feels they need to be involved, but in the past, feedback provided by the union has not been accepted. UNDE has requested that their members not participate in harassment complaints, and that they use the grievance process instead. This item will be discussed at the National UMCC.

UNDE VP  
(Nfld/ Lab/NB)

10. PSP – A1 CHRWM provided information that she received in a telephone conversation with Greg Pearson, Executive Vice President, Personnel Support Programs on 26 Apr 02. Mr. Pearson advised that CFPSC are asked by the Department to provide services rather than bidding on services. UNDE VP (Man/Sask) advised that PSP is actively bidding on Food Services provision at 15 Wg.

12. Goose Bay Contract Re-tendering Update – UNDE VP (Nfld/Lab/NB) advised that she had reviewed the new Statement of Work and the Request for Proposal and advised that they contained incorrect information, i.e. references to ERI, EDI, etc. Mr. Molsberry stated that the union requires information on the actual costs of the Goose Bay contract and that once the governance structure is in place and a contact has been identified, UNDE may get the information.

13. Workforce Health – A1 CHRM reported that she had prepared the document that was tabled at Tab 11 to open discussions on the measurement of workforce health. She advised that this topic would be a consideration of the work environment sub-committee of the newly formed 1 CAD HR Committee.

<p>14. Designation Notice Distribution Registers – UNDE VP (Man/Sask) advised that UNDE would appreciate receiving information on the rationale that is used for each designation. DCHRSC Pr advised that she would find out the easiest way to get the information. UNDE VP (Nfld/Lab/NB) advised that 9 Wg’s listing was missing from the tabled information and that she would provide a copy to A1 CHRM.</p>	<p>DCHRSC Pr UNDE VP (Nfld/Lab/NB)</p>
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STANDING ITEMS

<p>15. Budget Overview (Standing Item) - A5 reported that last FY, 1 CAD's initial allocation for SWE was \$59.5 million and then adjusted to \$66 M. SWE expenditures were \$72.6 million. O&amp;M was used to cover the shortage. Although \$69.5 million was requested for this FY, \$64.5 million was the final allocation. Because the SWE for employees at 15 Wg are now covered by Corporate, there will be some savings there. A5 agreed to provide an information sheet to the members.</p>	<p>A5</p>
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<p>16. EAP (Standing Item) – A1 CHRWM tabled an EAP report and provided an overview of the EAP visit to Greenwood, the Atlantic RAP session and the upcoming 20<sup>th</sup> Anniversary EAP Symposium to be held in Kingston in Sep.</p>	<p>A1 CHRWM</p>
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<p>17. EE (Standing Item) - A1 CHRWM tabled an Employment Equity report. She advised that the 1 CAD 3 Year Employment Equity Plan for 2002-2003 and the 2001 Employment Equity Report were included with the report at Tab 15. UNDE VP (Nfld/Lab/NB) thanked the Air Force for including UNDE members in the EE planning workshop that was held in Ottawa in Feb. UNDE VP (Nfld/Lab/NB) advised that the EE Plan contained data on the numbers of designated group members who were affected by the SCP. She asked that this information be provided broken down by classification.</p>	<p>A1 CHRWM</p>
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<p>18. Personnel Numbers Mil and Civ (Standing Item) - Air Reserve strength numbers were tabled. CC3 Parade States and information on the Air Force Civilians by location, section, position, group and level and tenure were provided on a CD and given to the UNDE Co-chair.</p>	<p>A1 CHRM</p>
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<p>19. 1 CAD Grievance Reports (Standing Item) - A1 CHRM tabled Grievance statistics. It was requested that the grievance report indicate the union affiliation.</p>	<p>A1 CHRM</p>
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## ROUND TABLE DISCUSSION

20. UNDE VP (Quebec) stated that the meeting should be extended to a full day to encourage members to commit to attending the entire meeting. A1 advised that she and the UNDE Co-chair had discussed some options and would continue to review the future format for Air UMCCs. PIPSC VP thanked the members for the opportunity to attend and indicated that a permanent representative would be named and present at the next meeting.

A1/UNDE VP  
(Man/Sask)

21. The next meeting will likely be held in Nov as the UNDE convention is scheduled for Sep. A1 closed the meeting at 1240.

A1/UNDE VP  
(Man/Sask)

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Ms. Brenda Hebert  
Secretary

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Mr. Brian Molsberry  
Co-Chairperson

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BGen P. Brennan  
Co-Chairperson

Enclosure: 1

Annexes:

Annex A: Gander Proposals - E-mail - 9 W Admin O  
Annex B: Draft Terms of Reference for 1 CAD UMCC  
Annex C: BSI and ABC Briefing Notes  
Annex D: ADR update for Air Command  
Annex E: PSP information – telecon A1 CHRWM/ Executive Vice President – PSP  
Annex F: Goose Bay Contract Re-tendering Update  
Annex G: Workforce Health document  
Annex H: Designation Notice Distribution Registers  
Annex I: EAP Report – A1 CHRWM (Tab 14)  
Annex J: Employment Equity Report  
Annex K: Personnel Numbers  
Annex L: 1 CAD Grievance Report

Annexes A to L were provided to participants at the 10th 1 CAD/UNDE LMRC meeting and are not enclosed with these minutes.

#### 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/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  
HQ/CO  
DG Air Pers/D Air CMS  
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  
PIPSC Vice-President  
Vice-President IBEW Local 2228  
CHRSC (Pacific)  
CHRSC (Prairies)  
CHRSC (NCR)  
CHRSC (East)

CHRSC (Ontario)  
CHRSC (Atlantic)  
A1 Pers  
A4 AE  
A7  
A5 Compt  
HQ/CO  
A4 Sup