

Meteorological Service of Canada (MSC) Labour Management Consultative Committee (LMCC)

Meeting Minutes

June 2, 2020, 13h30-16h00 Eastern

Location: Teleconference 613.950-7511, conference code 4471759#

1. Welcome and adoption of agenda

The November 2019 Record of Decision was approved secretarially over the winter.

The meeting was recognized as an important opportunity to convene and discuss COVID-19 and its specific relevance to MSC. Another MSC LMCC will be convened prior to the next ECCC LMCC, with full representation from both bargaining agents and MSC management.

Similarly, review of action items was deferred until more regular business is resumed.

See attached tables for updates to action items.

PIPSC and PSAC/UHEW expressed thanks to ADM MSC for continued engagement and sharing of information during the weekly ECCC-union meetings during the pandemic.

2. Discussion items submitted by MSC

1) Place Bonaventure move

ECCC was notified last December that the landlord for Place Bonaventure (PB) would not be renewing the lease for MSC, HRB and some facilities staff. The lease will end in April 2021.

A new location at 305 René-Levesque, roughly 10 minutes walk from the current location, has been identified for most of the existing PB staff. Monitoring staff will be relocated to a different location, to be determined, in order to align those office requirements with warehouse space. Details of a parallel move of the servers (no impact to MSC CS staff) from PB to the Dorval facility and ultimately to the Shared Services Canada Enterprise Data Centre were shared.

A debrief was provided on dedicated resources and governance implemented to support the move. A Town Hall meeting was held early in 2020. A local committee comprised of representation from management and staff has been convened to discuss requirements in fitting up the new location.

PIPSC expressed gratitude for finding a location close to the PB facility, enabling minimal disruption to staff work location. PIPSC and UHEW inquired about the lessons learned from COVID-19 and the impacts on the design of the new workspace. MSC management noted that lessons learned will be considered in the design of the new space including considerations such as design of common areas, physical distancing, and backup locations, in addition to lessons learned from other recently renovated workspaces such as Winnipeg and Vancouver. Consideration is being given to have enough space for all staff to work in office in the event of an emergency. There was recognition that telework rates are likely to increase where this is operationally feasible. PIPSC requested management to take this opportunity of retrofitting the new office space and make it an *accessible by design* and welcoming workplace for everyone.

Action (60): ADM MSC to inquire regarding accessibility considerations in design of the workspace and return to PIPSC with the design principles.

Action (61): MSC to share the list of members for the local committee engaged in the PB move.

Action (62): Place Bonaventure move to be included as a standing item on MSC LMCC agendas.

2) MSC-specific considerations during COVID-19 pandemic

MSC has the highest proportion and number of critical service workers within ECCC. The MSC Business Continuity Management Plan (BCMP) is complex, recognizing a large number of operating locations, several of which include 24/7 operations. The plan is focused on identifying critical services and functions, and the necessary tools and resources necessary to sustain operations. The BCMP is frequently enacted, usually for facility specific events such as leaks and power outages. Lessons learned from each event informs the continuous improvement of the BCMP. The COVID-19 pandemic has tested our BCMP further than any previous event, given the span of the event across the country and the length of the event.

A deck outlining the actions taken to protect staff and sustain operations (from monitoring, to modelling, to services and to other workers) was presented. Telework adopted to the maximum possible, administrative and physical measures taken to enable physical distancing and isolation of teams, measures taken to adjust field operations and to consider and provide the use of personal protective equipment were outlined. Governance measures, include the MSC Crisis Management Team and Change management boards, were described.

Unions expressed thanks for the presentation and asked specific questions around:

- Increasing opportunities for staff to raise concerns with management; creating more one-on-one space to discuss mental health concerns [MSC management concurred]
- Further destigmatizing the use of 699 leave [MSC management concurred]
- Continuing support of transportation (including) parking subsidies for shift-workers, similar to practices at Canada Revenue Agency (CRA) [MSC ADM agreed to explore and continue discussion]
- Ensuring continued access to Personal Protective Equipment, in accordance with OHS guidance [MSC management concurred]
- Increasing the range of electronic tools available to staff [MSC management concurred, in accordance with Departmental and central agency established security policy]
- Providing increased flexibility for staff with leave balances for the year [MSC management concurred, while noting the continued importance of taking a break, particularly during a very intense operating time]
- Further clarifying what is considered critical services and continued efforts to minimize risks to workers, and to consider delaying mandatory deployments to new locations [MSC management concurred, noting efforts made to adapt meteorologist training to enable independent and remote work wherever feasible]
- Making sure that each employee knows whether they are critical services, or not, and what the expectations are for them to work from the workplace. [MSC management concurred]

MSC ADM concluded with acknowledgement of the tremendous dedication of MSC staff and pride in the response of employees during such a challenging time. It has yielded important opportunities to think about how the MSC continues to work in the future and reemphasized the need to adapt continuously as we go forward. She noted the important role of unions in raising issues when members may not feel comfortable doing so.

Action (63): MSC ADM to look at CRA practices for transportation (including) parking subsidies and continue discussion.

3) Updates on 2019 PSES results

Deck was not discussed due to time constraints. Recognition that MSC has seen some important shifts in the past year, showing improvements in the areas of focus from previous years.

Unions noted some indications from Treasury Board Secretariat that the PSES may not take place on 2020, in light of COVID. Unions and management acknowledged that this is a difficult year from a planning and operations perspective. Committee agreed to defer discussion of PSES until a future date.

3. Items submitted by PIPSC

Ad hoc update on resumption of operations at Place Bonaventure: Operations resumed as of June 2, 2020. Staff were met by managers to receive direction on new operating protocols. Transition process of transferring operations from contingency locations back to PB is underway. It was noted that this was the longest contingency event ever in the MSC.

4. Items submitted by PSAC/UHEW

Item regarding communication of critical services was addressed under item 2.2

5. Next meeting and adjournment

- a) Next meeting to be held a few months' time.

Attendance:

Meteorological Service of Canada:

Diane Campbell, Assistant Deputy Minister

Véronique Bouchet, Acting Director General (DG), Canadian Centre for Meteorological and Environmental Prediction (CCMEP)

David Harper, DG, Monitoring & Data Services (MDSD)

Russ White, DG, Prediction Services (PSD)

Jen Collette, DG, Policy, Planning & Partnerships (PPP)

ECCC Human Resources Branch:

Madison Ala, Acting Team Lead, Labour Relations

Pascal Héon, Human Resources Manager

Union of Health and Environment Workers (UHEW):

Shimen Fayad, Acting President UHEW

Professional Institute of the Public Servants of Canada (PIPSC):

Waheed Khan, President, National Consultation Team

Bill Sukloff, VP, PIPSC National Consultation Team for ECCC

Log of Action Items

New or Open Actions as of MSC LMCC held June 2, 2020

Action Item	Date when item was originated	Status
ACTION (47): EE- Unions to ask HRB for employment equity information. ADM will write to HRB to support this request	November 14, 2018	UPDATE APRIL 2019 Clarification received that employment equity statistics are desired. Minutes from November are revised accordingly. Information will be provided within the coming weeks.
ACTION (48): Meeting to discuss work functions in PC positions – PIPSC and MSC Mechanism for classification to be discussed with DGs CCMEP and PSD	November 14, 2018	See item 3.2 of April 29, 2019 meeting
ACTION (50): Russ committed to sharing some information about MSC's efforts to resolve pay issues with unions	April 29, 2019	PENDING
ACTION (51) Management will gather more insight on some of the considerations in reviewing leave requests under Professional development to share with unions. Unions will bring back what is being heard across difference ECCC Branches.	April 29, 2019	PENDING
ACTION (52) Management to provide heads' up to unions for future messaging on broad operational messaging.	April 29, 2019	ONGOING e.g. PPP shared information with unions about planned functional realignments in advance of meetings with staff (Spring 2019)
ACTION (55): Management to validate the staffing table for the meeting record and consider whether to refresh the table for the next meeting.	November 20, 2019	PENDING

Action Item	Date when item was originated	Status
ACTION (58): MDSD to follow-up. Bring back discussion on compensatory time to the next MSC LMCC meeting for discussion.	November 20, 2019	PENDING
ACTION (59): PPP to provide list of e-mail addresses and phone numbers for all committee members.	November 20, 2019	COMPLETE – list circulated with June 2, 2020 meeting materials.
Action (60): ADM MSC to inquire regarding accessibility considerations in design of the workspace and return to PIPSC with the design principles.	June 2, 2020	NEW
Action (61): MSC to share the list of members for the local committee engaged in the PB move.	June 2, 2020	NEW
Action (62): Place Bonaventure move to be included as a standing item on MSC LMCC agendas.	June 2, 2020	NEW
Action (63): MSC ADM to look at CRA practices for parking subsidies and continue discussion on parking subsidy.	June 2, 2020	NEW