

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

Meeting Minutes

September 22, 2020, 13h30-16h30 Eastern

Location: MS Teams

1. Welcome and adoption of agenda

The agenda for the meeting was adopted as circulated.

The Record of Decision from the June 2020 meeting was approved secretarially over the summer.

Action items were reviewed and updated as per the attached tables.

The meeting was recognized as an important opportunity to convene and discuss COVID-19 and its specific relevance to MSC.

2. Discussion items submitted by MSC

1) Place Bonaventure move

An update on the move from Place Bonaventure was provided.

There was a discussion of how lessons learned from COVID-19 (health and safety considerations) and Welcome by Design (accessibility considerations) and 24/7 shiftwork have been reflected in the design of the new space at Rene-Levesque, including common areas, flow, location of multifunctional space, and the electrical design and HVAC. These adjustments provide MSC flexibility if pandemic continues or a new pandemic arises in future and operational teams need to isolate.

PIPSC reiterated their serious reservation with GC workplace.

Action (65): Provide unions with list of staff (and union affiliation) who participated in the visits to new workspace at Public Services and Procurement Canada, the names of members of the local Occupational Health and Safety Committee, as well as a confirmation of who will be the Senior Building Officer at René Levesque.

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. A precis of the BCMP was circulated along with meeting materials.

A deck outlining key actions taken to protect staff and sustain operations and lessons learned along the way was presented, including the need to:

- Have a clear idea of critical systems, services, required service levels, client needs, and risks

- Support remote work as much as possible. Where remote work not possible, develop operating procedures in a timely manner to ensure the safety of staff while delivering critical services
- Quickly adapt and pivot, for example using MSC Crisis cell to engagement critical partners in information sharing and decision making
- Use table top exercises in a timely manner to support the organization in planning for a longer contingency horizon
- Continue exercising vigilance as the pandemic persists, especially at critical locations such as Place Bonaventure, Eastgate, and Centre météorologique canadien.

Unions expressed thanks for the presentation and asked to :

- Continue the use of 699 leave and the need to provide flexibility for employees taking care of children or other dependents.
- Facilitate the usage of the amount allocated to supporting staff with equipment for remote work and increase the limit (currently set at \$500)

3. Items submitted by PIPSC

- 1) *GCDocs*: PIPSC asked whether the transition to GC Docs was on hold given the pandemic context. PIPSC raised concerns with lack of IT support to the first groups who have moved to GCDocs, especially for Outlook PST files. MSC-PPP confirmed that the transition to GC Docs was still going ahead with engagement of MSC starting in 2021 and launching of the transition in 2022.
- 2) *White Board*: PIPSC expressed appreciation for having received the documents outlining the results of the Summer 2020 white board exercise with MSC employees.
- 3) *EE Stats*: PIPSC expressed appreciation for having received the MSC employment equity statistics.
Action (66): Schedule a more in-depth discussion on employment equity in the MSC at the next Branch LMCC, including recruitment, and identification of barriers.
- 4) *Pay Issues*: PIPSC shared its concerns over the planned recovery of overpayments related to Designated Paid Holidays and agreed to continue the discussion with Russ White to find a fair resolution.
- 5) *Pay discrepancy for PCs*: PIPSC reminded management about this long outstanding issue and noted that information has not yet been provided to support a meaningful discussion on this topic. **Action (50): Russ White will follow up offline on behalf of the MSC, following this meeting.**
- 6) *Conference Participation*: PIPSC raised the issue that ECCC employees are not allowed to use Zoom on work computers, but other GoC Departments and Agencies are using it. This results in employees having to use their own devices to participate in government meetings.
Action (67): the ADM will communicate the value and the need for use of Zoom for international WMO scientific conferences with the CIO. .

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4. Items submitted by PSAC/UHEW

Items deferred because of a lack of time

5. Next meeting and adjournment

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

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Page 4

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)

Doris Fortin, Acting 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, President UHEW

Benoit Thibault, VP 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 September 22, 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. UPDATE September 2020 ONGOING A summary of the Diversity, Inclusion and Employment Equity most recent statistics has been provided (item 3.3). Employees now have access to this information for the department and branch through the HR website.
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 Update on work undertaken by Classification to ensure appropriate work for PCs
ACTION (50): Russ committed to sharing some information about MSC's efforts to resolve pay issues with unions	April 29, 2019	PENDING UPDATE September 2020 Russ to provide update offline – outside of MSC control
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	UPDATE September 2020 COMPLETE Expecting information from Human Resources Branch on the topic. Will bring back as an item as required.

Action Item	Date when item was originated	Status
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) UPDATE September 2020 ONGOING Unions reiterated that they want to see broad branch messaging that will be amplified by managers before they are sent
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 This was a summary table of staffing actions for a period of time. UHEW raised the use of casuals at the time. UPDATE September 2020 MSC to elucidate the status of this table and will circulate secretorially if needed. <i>Post-meeting note: This table reflected staffing statistics from April 2019-September 2019. Some Directorates had flagged inaccuracies with the numbers circulated. Given the time elapsed, it is no longer relevant to validate the statistics for that time period. A new table will be developed for future meetings with a more view into recent staffing actions.</i>
ACTION (58): MDSD to follow-up. Bring back discussion on compensatory time to the next MSC LMCC meeting for discussion.	November 20, 2019	PENDING UPDATE September 2020 Not discussed but still 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 Item	Date when item was originated	Status
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 UPDATE September 2020 PENDING – MSC to obtain confirmation from Corporate Services and Finance Branch of accessibility considerations being taken in the design of the workspace at René-Levesque Note new Action (64) – regarding how lessons learned from COVID-19 have been incorporated in the design of the new workspace at René-Levesque.
Action (61): MSC to share the list of members for the local committee engaged in the PB move.	June 2, 2020	NEW UPDATE September 2020 COMPLETE - List to be circulated secretarially.
Action (62): Place Bonaventure move to be included as a standing item on MSC LMCC agendas.	June 2, 2020	NEW September 2020 UPDATE Complete – note that Monitoring division has been provided with swing space within PB until 2022 to enable time to find a suitable new location.
Action (63): MSC ADM to look at CRA practices for parking subsidies and continue discussion on parking subsidy.	June 2, 2020	NEW September 2020 UPDATE COMPLETE - CRA ended provided financial support for parking from March to the end of June as they moved into business resumption.
Action (64): MSC ADM to inquire as to how lessons learned from COVID-19 have been incorporated in the design of the new workspace at René-Levesque.	September 22, 2020	NEW and COMPLETE Discussed as part of item 2.1
Action (65): Provide unions with list of staff (and union affiliation) who participated in the visits to new workspace at Public Services	September 22, 2020	NEW

Action Item	Date when item was originated	Status
and Procurement Canada, the names of members of the local Occupational Health and Safety Committee, as well as a confirmation of who will be the Senior Building Officer at René Levesque.		
Action (66): In-depth discussion on employment equity in the MSC, including recruitment, and identification of barriers.	September 22, 2020	NEW Schedule discussion for next LMCC meeting
Action (67): the ADM will communicate the value and the need for use of Zoom for international WMO scientific conferences with the CIO. .	September 22, 2020	NEW