

**NATIONAL RESEARCH COUNCIL CANADA (NRC)**

**MINUTES OF THE 102<sup>nd</sup> MEETING**

**OF THE**

**NRC – JOINT CONSULTATION COMMITTEE (JCC)**

**DATE:** December 9, 2019  
**TIME:** 9:30 AM  
**LOCATION:** 3<sup>rd</sup> Floor Conference Room, Building M-58, Room S-303

**IN ATTENDANCE**

**Chairperson:**

Cathie Fraser, President

**Representing NRC:**

Michel Dumoulin, Vice-President, Engineering  
Emily Harrison, Vice-President, HRB  
Amy Campbell, Acting Director Labour Relations and Compensation, HRB  
Meredith Marchand, Senior Labour Relations Officer, HRB  
Leah Kennedy, Labour Relations Officer, HRB

**Representing Professional Institute of the Public Service of Canada (PIPSC):**

Patricia Loder, President, NRC-PIPSC Consultation Team  
Cathy Cheung, President RO/RCO Group  
Dominique Charbonneau, President LS Group  
Stephan Grosse, RO/RCO Group Executive

**Representing Research Council Employees' Association (RCEA):**

Cathie Fraser, President  
Joan Van Den Bergh, Negotiator  
Marvin Zaluski, 1<sup>st</sup> Vice-President  
Michelle Lévesque, 2<sup>nd</sup> Vice-President

<b>ITEM</b>	<b>102<sup>nd</sup> JCC - MINUTES – DISCUSSION</b>	<b>ACTION</b>
<b>102.1</b>	<b>Approval of Agenda</b> The agenda was approved as drafted.	
<b>102.2</b>	<b>Minutes of the 101<sup>st</sup> Meeting of the JCC</b> The RCEA indicated that they had concerns with the Minutes of the 101 <sup>st</sup> Meeting. The Minutes were received late and there has not been enough time to review, hence the RCEA is not prepared to sign and does not wish to handle them secretarially. The desire of the RCEA is to have them finalized and signed off for the March 2020 JCC meeting.  The Bargaining Agents stated that the context of the Minutes seems to be missing and is not fully representative of how some issues were presented and how the resolution has been outlined.	

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	<p>The RCEA expressed that the Minutes of the JCC are very important for them and they feel strongly that they need to reflect context and how and why specific topics are raised.</p> <p>Management would like to have a further discussion on the preparation of the Minutes, as in its experience they have become very onerous. Management also requested that agenda items be provided with clear context in advance of the meeting, to assist in bringing clarity to discussion and the Minutes.</p> <p><b>Minutes of 101st Meeting to be reviewed and updated with the intent to be approved at next JCC Meeting in March 2020.</b></p> <p><b>The parties agree to continue to work together to ensure minutes are timely and reflect important context, while reducing administrative complexity.</b></p>	M. Marchand
102.3	<b>Follow-up Action Items of the 101st Meeting</b>	
90.12	<p><b>RO/RCO Promotions – D1s</b></p> <p>Management reported that D1s from recent review exercises have been processed and there has been an opportunity to catch up on cases that were lagging. The expectation going forward is that with the future merging of D1s and CTEs there should be no lag in processing. Also, it was shared that D1s and promos are to be processed within 15 days of receipt within Compensation to appear on next pay as this is a Compensation standard.</p> <p>This topic was addressed further in the JCC meeting and Guest Speaker: Denise Le Voguer provided an update on RO/RCO Promotions. (below)</p>	
91.6	<p><b>Terms – Length of Service (Quarterly Reports)</b></p> <p>The RCEA asked about the status of CS group hires in Q1 and Q2 as they had concerns about whether externals were hired and whether any internals were considered. This concern was also highlighted by the RCEA in 96.10 on the topic of Outsourcing CSs.(below)</p> <p>The RCEA would like to see the Quarterly report reflect a breakdown of term hires by the duration of term time/length to highlight whether these are long term hires.</p> <p><b>Management will look into the request.</b></p>	

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96.10	<p><b>Outsourcing CSs</b></p> <p>The RCEA has concerns with an increase in outsourcing for CS positions. The RCEA has noted that increasingly, operational budgets are being used to contract IT support and this ultimately undermines NRC's ability to attract and retain career IT specialists. The RCEA expressed concerns that there may be a "two-tier salary process" where contractors can negotiate for better salaries than employees being hired through the normal hiring system. This situation may create inequality among CS employees.</p> <p>Management reported that approximately 50% of the contracts that have been filled at KITS via Outsourcing (which represents 15 out of 30 contracts) are for IT related services. Additionally 21 continuing CS positions and 6 (2-year) term positions have been staffed with an additional 20 more in progress.</p> <p>KITS has been challenged to recruit for some specific, in demand skill-sets, given current market. In the public service, benefits account for approximately 27% of total compensation: Management suggested that it may be that some candidates in this area are increasingly looking for "Gig assignments": it is a broader societal trend that fewer and fewer candidates are seeking career-long opportunities in the IT sector with high value pension and benefits, preferring high-pay short-term engagements.</p> <p>An offline subcommittee was suggested to be formed to better understand staffing challenges.</p> <p>PIPSC shared that they have an ongoing campaign against outsourcing and could provide more info.</p> <p><b>Management agreed to provide data on staffing attempts &amp; outcomes.</b></p> <p><b>RCEA to contact Amy Campbell to set up a meeting to discuss Outsourcing of CSs in further detail.</b></p>	<p>L. Kennedy</p> <p>C. Fraser</p>
97.5	<p><b>Compensation (Overpayments)</b></p> <p>A meeting was held on September 3<sup>rd</sup> 2019 to address Overpayments and the RCEA made recommendations to change the letters that would go out to employees at NRC. The RCEA has not seen the final version of these letters.</p> <p><b>Amy will forward copies of the letters sent to employees to the RCEA. (Email sent to RCEA and PIPSC by M. Marchand 16 December 2019)</b></p>	<p>A. Campbell</p>
97.9	<p><b>Security Investigations</b></p> <p>The RCEA is experiencing challenges with Entrust and the Encryption software that NRC is using. The RCEA does not have the ability to unencrypt and the Security Office will not send out information unencrypted. The RCEA feels that the encryption technology is preventing the union from being able to provide fair representation to their members and timeliness of getting information is critical to the union.</p>	

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	<p>The RCEA is seeking a solution to be able to share and exchange protected information as this is an ongoing problem for them.</p> <p>While management understands RCEA's frustrations, it reiterated its obligations with respect to protected information. Management agreed to survey other government departments to see what options they might be using to facilitate the exchange of protected information with their unions.</p> <p>PIPSC shared that that NRC has a secure file transfer service that has been used with outside clients to shared access to information – perhaps this can be used as an interim solution but would require some training to the end users.</p> <p><b>NRC will talk to other separate employers and OGDs to see if any of their practices can be employed at NRC. Follow up on the encryption issue may need IT service support.</b></p> <p><b>A separate meeting has been booked for December 16<sup>th</sup> 2019 to discuss the process for administrative investigations.</b></p>	A. Campbell
100.5	<p><b>Joint Learning Program (JLP)</b></p> <p>Both Bargaining Agents requested that NRC explore joining the JLP. The RCEA feels that the JLP is an opportunity to engage in meaningful training of mutual benefit where facilitators can train the trainers. The RCEA noted that it has been trying to bring this program to the NRC since 2015.</p> <p>Management indicated that it is not opposed to the idea of the JLP but more review is required. It needs to consider what the JLP offers more broadly including intersections with learning activities in the Ombudsman's office and in other areas.</p> <p><b>Management will provide an update after further discussions have taken place with NRC and the JLP to determine possible options.</b></p>	A. Campbell
100.6	<p><b>NRC 5-Year Strategic Plan and HR Plan</b></p> <p>Management reported that the 5-Year Strategic Plan was shared with the Bargaining Agents in advance of the launch to staff. The Plan will be discussed by Guest Speaker: Roger Scott Douglas, Secretary General to provide an update to the JCC Committee later in the day. (below)</p>	
100.11	<p><b>Record of Employment</b></p> <p>The RCEA requested a follow up to discussions on the timeliness of processing leave without pay requests. Management reported that in September 2019 at the CoP Meeting, Human Resources Generalists (HRGs) were reminded of the importance of getting timely information into Compensation about leave without pay related transactions to avoid over/under payments to employees such that ROEs can be created in a timely fashion.</p>	

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100.12	<p><b>Human Resources Manual – MyZone and Missing Chapters</b></p> <p>The RCEA has noted that there are missing chapters of the HR Manual on MyZone and would like to see the missing chapters published.</p> <p>PIPSC reported that they have had issues being able to navigate in MyZone and being able to save links to the desktop. PIPSC suggested that the link to the HR Manual needs to show up on the bottom of the page in MyZone for ease of quick reference and to increase employee’s awareness of what policies exist within the NRC.</p> <p>Management reported that the MyZone refresh is still underway and that they have asked for an update from Communications Branch for timelines on implementation and the protocol for handling employee queries.</p> <p><b>Management to provide update at March JCC Meeting on MyZone refresh.</b></p> <p>Management noted that missing chapters relate to areas like OSH which do not form part of the HR Branch anymore and are housed in a different location on MyZone specific to the HSE Branch. Management agrees with the bargaining agents that the HR Manual needs to be refreshed in its entirety and the branch is looking for time and resources to do the full update. This will be a priority for 2020.</p>	E. Harrison
100. RT1	<p><b>JCC Time Coding</b></p> <p>A question arose as to the proper coding for travel time related to attendance at the JCC: as the issue was unique to one member, it was agreed to be discussed off line.</p> <p>A general discussion on the scheduling of the JCC and the use of Video conferencing ensued. All parties agreed that video conferencing can be effective means of participation with the added benefit of reducing the carbon footprint of meetings, however all parties have experienced technical difficulties in video-conferencing recently. Management agreed to avoid scheduling JCC on Monday or Friday, for the convenience of representatives who wish to travel and attend in person.</p> <p>The RCEA asked more about the Women at NRC Committee and requested an updated list of attendees on this Committee. The RCEA also asked for an update on the Equity, Diversity and Inclusion Committee at NRC.</p> <p><b>Management committed to sending information about these two Committees and their Representation. (Email sent by L. Kennedy to RCEA and PIPSC 13 December 2019)</b></p>	E. Harrison
100.RT2	<p><b>Recycling</b></p> <p>The RCEA inquired about recycling polystyrene at Royalmount. PIPSC stated that there could be a local polystyrene recycling program implemented in Boucherville (Royalmount) with startup costs of \$1000.</p>	

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	<p>PIPSC indicated that management locally would need to purchase the appropriate bins and bags and while they are supportive of this, they would like to know if there is a corporate fund to get this program started. The desire is that this would form part of the greening of government initiatives.</p> <p>The RCEA suggested that NRC could use this initiative to advertise NRC's Green Initiatives. The RCEA would like to have an update at a future meeting on the status of Composting at NRC.</p> <p><b>Management has committed to speaking with Dale McMillan in Finance to determine options and will report back.</b></p> <p><b>Extend an invitation to ASPM Management to attend the next JCC.</b></p>	<p><b>E. Harrison</b> <b>L. Kennedy</b></p>
<p><b>100.RT3</b></p>	<p><b>Students – December Shutdown</b></p> <p>Management reported that students with longer terms extending into the new calendar year can now bank December shutdown time. This was changed in November 2019 and a notice was sent out to managers at NRC.</p> <p><b>Management to forward to the Bargaining Agents the memo that was sent out to advise of this change.</b></p> <p><b>(Email sent to RCEA and PIPSC by L. Kennedy 18 December 2019)</b></p>	<p><b>L. Kennedy</b></p>
<p><b>101.RT1</b></p>	<p><b>Classification of AD/AS in IRAP</b></p> <p>The RCEA expressed concerns that there are positions across the council which support VPs, DGs and Directors and Executive Directors at IRAP that have positions classified in the AD and AS stream but that seem to have varying degrees of responsibility. The RCEA feels that there is a lack of fairness in this, having AD-3s support EDs at IRAP, who operate at almost the same level as a DG Admin and should therefore be equivalent classifications.</p> <p>Management has stated that they are attuned to the need for fairness and relativity and that if there are unusual situations with various positions, it may be because there are other duties added which warrant an elevated level. Management reported there is a request to review the ED job description and this may impact the Admin work for the support staff.</p> <p><b>Management will speak with Francis Lalonde regarding the classification of positions in administrative roles supporting IRAP to better understand the requests that are coming in.</b></p>	<p><b>E. Harrison</b></p>
<p><b>101.RT2</b></p>	<p><b>RO/RCO Compensation MOU</b></p> <p>Management shared that its team to support the RO/RCO Compensation MOU committee has been formed and the management side will have its first group meeting before Christmas.</p>	
<p><b>101.RT3</b></p>	<p><b>Phoenix Damages MOU</b></p> <p>The RCEA expressed concern that former members may not be aware of this leave that would be owed to them.</p>	

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	<p>Management responded that TBS has advertised this leave more broadly, in addition to the RCEA and PIPSC having it announced on their websites. Management reported that Leave for Phoenix Damages should now be in employee's leave banks, aside from some people who are on Maternity and Parental Leave. For those returning from parental leave, it is part of the return to work checklist to make sure that the Phoenix leave days have been given. The fifth day of leave will be allocated sometime in the new fiscal year.</p> <p><b>Management to follow up with PSC to determine if there is anything that can be done or if there is something on the pension statements speaking to this leave for Phoenix Damages such that people could be informed.</b></p>	A.Campbell
101.RT5	<p><b>BA &amp; LR Learning and Working Together Event, Workshop held on December 5<sup>th</sup>, 2019</b></p> <p>Management shared that this learning event was very well received and thanked the RCEA for its role in developing and promoting the event.</p>	
101.RT6	<p><b>Domestic Violence Leave</b></p> <p>Management agree to amend the OP Collective Agreement to provide 80 hours available for domestic violence leave for employees on a 40 hour work week.</p>	A.Campbell
<b>Recurrent Business</b>		
88.9	<p><b>Performance Improvement Plans (PIPs)</b></p> <p>The RCEA reported that in their perception there are a lot of PIPs in place without much formality or structure. The RCEA indicated that in its experience some PIPs appear as an outline of the Job Description and are not truly addressing deficiencies, with no specific areas of improvement identified. The RCEA stated that they have brought concerns with individual PIPs forward which have not been managed well and have lacked clear timelines and clear objectives, but that these issues remain unresolved. The RCEA would like to see SuccessFactors used to better effect, to centrally track and manage PIPs. The RCEA inquired if Statistics or data could be obtained from SuccessFactors.</p> <p>PIPSC stated that they feel some PIPs are totally unattainable and they are very concerned that people are not being set up for success but rather failure leading to termination.</p> <p>The RCEA further reported that it is concerned that a proposed rating going forward into a CTE calibration exercise is not known to the employee and the employee has no opportunity to discuss their supervisor's perception of their rating or bring forward their comments before the rating is finalized.</p> <p>PIPSC agreed that this is problematic, and is concerned that this will become a bigger issue when the Degree 1 Cases are tagged to the CTE process.</p>	

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	<p>They believe the critical piece is that employees do not know where they stand by way of their CTE rating by their supervisor before the calibration exercise in addition to knowing the rating by the reviewing officer.</p> <p>The Bargaining Agents both emphasized the importance of communication and that their members need to know where they are not meeting the requirements of their position and this relates to their CTEs and any PIPs.</p> <p>Management noted that it does not track PIPs centrally and Success Factors is not currently configured to do so. Management indicated that it would look in more detail at the potential of using SuccessFactors to assist in the management of PIPs. Management advised the Bargaining Agents that should there be specific PIPs that are of concern they should be brought forward to LR.</p> <p>Management took the opportunity in the discussion to report that the new deadline for CTE submission will be moved to 30 April as it has been difficult having it coincide with the end of fiscal year (March 31).</p> <p>The RCEA concluded the discussion by noting that PIPs remain problematic and they requested that the previous subcommittee be re-established to look at the PIP process and practices.</p> <p><b>Management will ask Keith Blundon and Denise Le Voguer to come to the March 2020 meeting to speak about this process.</b></p>	<p><b>E. Harrison</b></p>
<p><b>90.4 &amp; 102.8</b></p>	<p><b>Mental Health Sensitivity Training (Managers) + Accommodations (invisible disabilities)</b></p> <p>PIPSC raised a concern that accommodation requests are not being approved by Management and they feel this is not addressing the issues of employees. PIPSC expressed a desire to better understand the new wellness program that is coming out and would like to know what is available so that they can let their members know.</p> <p>The RCEA indicated it believes that Managers need training to better sensitize them to situations where accommodations need to be considered more holistically and to deal more effectively with accommodations needs in the case of invisible disabilities.</p> <p>Management reported that the draft Wellness Strategy was shared with the Bargaining Agents earlier in the Fall of 2019. Management is in the process of trying to get the Wellness Strategy out before the end of the FY and there will be InterComm articles speaking to Wellness initiatives. Management also reported it has recently hired a new HR Advisor for Wellness, Karine Constantineau: she will be invited to a later JCC to discuss some of the plans in this area.</p> <p>Management acknowledged that there needs to be broader understanding of invisible disabilities and related issues so that more employees can feel open to identify that they may be seeking accommodations to address their individual needs. Work in this area will continue under the new Wellness Advisor</p>	

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	<b>Management will reconnect with Keith Blundon and Karine Constantineau to attend at a future JCC Meeting to provide updates.</b>	<b>E. Harrison</b>
93.5	<p><b>RO/RCO Promotions – Guest Speaker: Denise Le Voguer, Senior Advisor, HR Programs</b></p> <p>PIPSC shared that there is a timeline challenge for employees to submit appeals on denials of promotion cases, waiting for responses to these appeals and then meeting the timelines for new or re-submissions for the next round of promotions. PIPSC is concerned that while MyZone has general information posted, the process is unclear as to what happens for each C/B/I, as they all have their own timelines. PIPSC believes that a corporate calendar would be extremely useful for employees to see when cases are officially due and when meetings are happening with the HRPC.</p> <p>PIPSC believes that there a lot of people who are unable to move an HRPC case forward and are being discouraged from submitting at all. They believe that an employee should have the ability to sign off stating that they are choosing to not put forward a promotion case. PIPSC shared their concern that employees are dwelling for very long periods of time and retroactive approvals are not being suggested or considered as possible solutions. PIPSC feels that employees need to know that they have the right to write a case and that they should also be provided with feedback in writing following an appeal review.</p> <p>Denise Le Voguer outlined that the schedules for appeal submissions have allowed for a one month timeline for submitting a new case for the next round after appeal decisions are received. Appeal decisions are sent to the attention of the DG and HRG with no additional written feedback from the appeal committee and that the submission timelines are openly advertised for all employees to see on DocZone. She suggested that HR may consider granting extensions for individual cases such as unsuccessful appeal submissions.</p> <p>Denise Le Voguer also shared that Degree 1 cases will be merged with the CTE process going forward and this seems to be seen favorably by employees. Denise will be going back to PREAC in January 2020 to discuss how the new form will look and be presented.</p> <p>PIPSC indicated a desire to see and give feedback on the new CTE/D1 form.</p> <p>Management indicated that further discussions between Denise Le Voguer and Dan Wayner will occur to discuss timelines for appeals and submissions and options of whether retroactivity can be considered for cases that do not have adequate time to prepare for a promotions round.</p> <p><b>PIPSC has asked that the link to DocZone regarding promotion information and timelines be sent to Pat Loder. (Email sent to PIPSC by M. Marchand on 9 December 2019)</b></p>	<p><b>M. Marchand</b></p>

100.6	<p><b>NRC 5-Year and HR Strategic Plan – Guest Speaker: Roger Scott-Douglas, Secretary General with added topic of NRC Awards</b></p> <p>Roger Scott-Douglas shared that the five-year plan incorporated content that was amassed from the CBIs and was driven by a collaborative bottom-up exercise. Over 24 town halls were held by Roger Scott-Douglas and Emily Harrison throughout the Spring of 2019 along with several webcasts. The Strategic Plan was formally released in October 2019. C/B/I's at NRC are now going through their operational planning exercise which will reflect the practical plans that feed up into the strategic plan.</p> <p>PIPSC shared concerns raised by members who worry that too much of NRC's money may be going out to universities so that NRC is paying the universities for work that would normally be done by employees from within.</p> <p>PIPSC raised an added concern around authorship where collaborations with universities may not bring about NRC researchers being listed as the first authors on publications. PIPSC inquired whether submitted proposals for Ideation may still be able to be used going forward as a lot of time, effort and creativity went into their development.</p> <p>Roger Scott-Douglas responded that the intention is not to outsource from universities, but rather look for opportunities where NRC and universities can complement one another through pairing up research teams with diverse skillsets. He shared that NRC's Ideation fund has set aside money for individual and small research teams to develop programs to build up and replenish the IP bank at NRC which should bring about more publications.</p> <p>Roger Scott-Douglas stated that three of the fifteen small research team initiatives were selected to go forward and some of the projects that were not selected may still happen but through smaller local initiatives to catalyze some of these research ideas.</p> <p><b>Awards – Revamping the NRC Outstanding Achievement awards</b></p> <p>Roger Scott-Douglas presented a document outlining new thinking on a revamped awards regime featuring new categories to make the awards more comprehensive and to permit highlighting both team and individual recognition. The awards criteria has been elaborated and will continue to be reviewed to ensure it demonstrates the right mix of content to address nominations. The first round of awards under this new system will take place in June 2020 during National Public Service Week.</p> <p>Roger Scott-Douglas shared that there is still some consultation going on right now but the plan is to share the new system in February to the whole organization.</p> <p>The RCEA stated that this new change to the Awards program is good news for the NRC and looks forward to seeing the awards content and to providing feedback.</p>	
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99.6	<p><b>AWA Telework (formal &amp; informal)</b></p> <p>RCEA shared their continued concerns that some managers are unwilling to consider and approve telework, and that many managers will only approve telework on an ad hoc or occasional basis, for example in the case of bad weather.</p> <p>Both Bargaining Agents expressed their view that many managers only see telework as an accommodation measure when they should be looking at it more broadly. Bargaining agents believe that too many managers have taken a strict position on telework and refuse it for no reason other than to maintain strict control over employees.</p> <p>The RCEA reported that they have brought forward individual concerns with the refusal of telework and that these cases are still unresolved.</p> <p>The RCEA indicated that in its view there is a classification distinction in that telework is acceptable for some classifications and not others, in particular AD and AS. The RCEA is concerned about employee retention fearing that their members will seek employment elsewhere in locations where teleworking is viewed in a more positive light. The RCEA would like to see NRC managers giving telework a try before saying “no” based on operational requirements, and that the benefits of telework to both the employees and the organization may be positive.</p> <p>PIPSC shared that some of its concerns with teleworking in KITS were discussed during collective bargaining and that VP Maria Aubrey sent out a communication in October stating that there is no need for a formal reason for telework to be approved. This has helped the situation in KITS in its view of teleworking, particularly with the LS group.</p> <p>Management shared that members of the Executive Group (EXCO) have been briefed on AWAs and that reasonable use of telework is an element of wellness and work life balance. Management indicated that it would explore placing an article on telework in the Manager’s online newsletter (InterComm) to raise awareness of the teleworking and managers understanding of the practice and policy. Management shared that while there is a general willingness to support teleworking, each case is unique. In all cases, managers need to know where their employees are, ensure they are properly equipped and that they work in a safe work environment.</p> <p><b>Management will send a copy of the Labour Relations AWA agreement that is set up to address teleworking within the HR Branch. (Email sent to JCC Committee by L, Kennedy on 27 January 2020)</b></p> <p><b>PIPSC will send a copy of the message from Maria Aubrey regarding AWAs in her division to the BAs.</b></p>	<p>A. Campbell</p> <p>D. Charbonneau</p>
89.4	<p><b>1950 Work Schedule</b></p> <p>PIPSC reported that their members feel that the 1950 work schedule is not well understood.</p>	

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	<p>PIPSC has asked that a document be developed to outline some scenarios that identify where particular work activities fall under this schedule. PIPSC has suggested that they could take a first attempt at drafting this but they would prefer if this was developed collaboratively with management at a meeting.</p> <p><b>PIPSC to invite Labour Relations to a meeting to outline scenarios.</b></p>	<p><b>S. Grosse</b></p>
<p><b>91.8 + 102.4</b></p>	<p><b>Electric Vehicles Charging Stations + NRC Electric Fleet Vehicles</b></p> <p>NRC reported that there was a study done in November 2018 that provided some information on locations where charging stations could be implemented. Currently there is only one charging station in Ottawa at Building M-19 that is only for the select use of NRC fleet vehicles with another charging station at Uplands. NRC is not yet equipped to be able to charge back for the electricity usage for personal users.</p> <p>There is going to be an initial investment cost to install charging stations and they will be for the fleet vehicles first.</p> <p>The focus right now and over the next 18 months will be to refresh the fleet wherever possible with electric vehicles and then have charging stations set up on the Montreal road campus where a charge system will be implemented such that credit cards are billed for the “fuel time.” This will initially be focused on the fleet use and will then personal users who will need to pay by personal credit card. There will be no subsidization or discounts allotted to NRC employees.</p> <p><b>Frank Jefferies to be invited to March 2020 Meeting to present more information and report will be shared with BAs.</b></p> <p><b>(Email sent to JCC Committee sharing Electric Vehicles Report by L. Kennedy on 17 January 2020)</b></p>	<p><b>L. Kennedy</b></p>
<p><b>New Business</b></p>		
<p><b>102. 5</b></p>	<p><b>François Cordeau – “Finitiative”</b></p> <p>François Cordeau gave a presentation on “Finitiative” which is a project aimed at making the machinery of the NRC more efficient and simpler by focusing on leaning four of NRC’s key business processes over the course of 18 months. The initiative was not about reducing costs, nor head count, and has no financial target. Its main goal is to reduce the workload required in the selected processes.</p> <p>François Cordeau said that a steering committee has been assembled that will provide guidance and challenge processes along with a core team who have given up their day jobs for the next six months to help with the simplification of these business processes. There will be a tiger teams of 8-10 people to help with the re-engineering of a particular process. The processes that will be tackled are: Project Management (this will be the first one tackled), Procurement, Contracting Out, and Onboarding.</p>	

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	<p>With regards to Project Management, the Bargaining Agents asked if there will be a one-NRC approach that is customizable for all C/B/I's and whether the full Project Management system will change. They asked if this will impact time codes as they are so integrated to PM and also if the results of this project will be published and available for staff to review.</p> <p>François Cordeau responded that the desire is for there to be one single process for Project management. The intent is to come up with a very simple approach for simple projects, and an agile process for research based activities but that it is all based on the same system for everyone. The process will be transparent and there are no sacred cows. So time codes could be impacted.</p> <p>The RCEA indicated that given there are over 100 steps to the Onboarding process, it appreciated that this would be one element for re-engineering.</p>	
102.6	<p><b>Probation Waivers</b></p> <p>Management provided an update on the implementation of the new probationary periods. DGs received a message with guidance around the principles of fairness and transparency that should be considered when a request for a probation waiver is received, and HRGs and managers were informed of the steps to follow when requests for waivers are received. Requests are not being tracked centrally, but LR is not aware of any denials at this time. Management indicated that requests should not be held or delayed; they must be either approved or denied. Bargaining Agents were invited to bring any such cases forward to LR.</p> <p>PIPSC shared that they had heard from some of their members that waiver requests were being pushed back and not addressed immediately.</p> <p>As part of the MOU, a committee needs to be struck with the BAs to review the impact of term employment on probation, LR indicated that it plans to set up for this committee in January.</p> <p><b>Labour Relations will provide the Waiver letters to RCEA and PIPSC and will remind management (DGs) of the process. (Email sent to BAs by L. Kennedy on 4 February 2020)</b></p> <p><b>Management will send a list to the unions depicting everyone who was on probation prior to 19<sup>th</sup> of November 2019. (Email sent to BAs by A. Campbell on 20 December 2019)</b></p>	<p>A.Campbell</p> <p>A.Campbell</p>
102.7	<p><b>Parental Leave</b></p> <p>The RCEA raised a concern after they heard it took 5 weeks for a member's question to be addressed with regards to Parental Leave and the new leave provisions. The RCEA stated that this delay was unreasonable for their member. The RCEA would prefer Management send a reply saying "I will get back to you" than no reply at all. The RCEA further stated that the new Parental Leave language is confusing and unclear for employees.</p>	

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	<p>They stated that if the NRC wants to be seen as an attractive employer, offering great benefits (like Parental Leave), information needs to be easily available, well documented (and understood) and should be better marketed.</p> <p>Management agreed that the new Parental Leave provisions were complex and noted that they were negotiated using a “whole of government” approach. They are fully available to employees under their collective agreements.</p> <p><b>Management will follow up on the service standard for HRGs to respond to employee inquiries and communicate back to the Bargaining Agents after looking into this further.</b></p> <p><b>Management will follow up with TBS to see if there is a “cheat sheet” or tool to clarify the complex language of this benefit.</b></p> <p><b>(Email sent to BAs sharing NRC’s Maternity and Parental Leave Process by L. Kennedy on 7 February 2020)</b></p>	<p>E. Harrison</p> <p>A.Campbell</p>
102.9	<p><b>2020 Meeting Dates</b></p> <p>Meeting Dates: March 11<sup>th</sup> may be the next date. Leah Kennedy will be establishing a schedule and starting to book for 2020 JCC meetings in the near future and sending out meeting invitations.</p>	
102.10	<p><b>Accessibility – New Item from the RCEA</b></p> <p>After the new security card readers were installed for security purposes, the RCEA shared information about a lack of push-button access doors on floors in M-50, which is creating an accessibility issue. The RCEA would like to know if this is an isolated situation or are any other buildings on the NRC campus that share the same problem. The RCEA would like a follow up with Frank Jefferies at ASPM to inquire on how to address these particular cases. The RCEA has a concern that the installation of new security card readers may be creating accessibility issues.</p> <p><b>RCEA to contact Labour Relations (Leah Kennedy) on this issue. (Email sent to L. Kennedy on 10 December 2019 from M. Zaluski)</b></p> <p><b>Management to invite Frank Jefferies to provide an update on the accessibility plan for NRC. (Email sent to M. Zaluski on 17 January 2020 to address accessibility plan from F. Jefferies)</b></p>	<p>M. Zaluski</p> <p>L. Kennedy</p>
102.11	<p><b>Protecting IP – New Item from PIPSC</b></p> <p>PIPSC highlighted a specific case where they believe there has been IP theft by a client of work conducted by an NRC employee. PIPSC outlined their concerns about this activity happening and wants to know what measures are in place to support employees who become victim of this. PIPSC said their concerns extend to fact that often employees who do come forward are discouraged from making a complaint for fear of creating issues between the NRC and this client.</p>	

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	<p>Management shared that NRC is prepared to fight these cases and has already done so in the past. Management stated that there is a process to manage these types of situations and these types of complaints need to be filed appropriately through the Research and Science Integrity Office.</p> <p><b>Michel Dumoulin will provide an update on the IP Awards process to the Bargaining Agents in a separate meeting prior to the March JCC.</b></p>	M. Dumoulin
	<b>Roundtable</b>	
102.RT1	<p><b>Cathy Cheung (PIPSC)</b> raised a concern that there is a perception that engagement in steward activities by NRC employees is seen unfavorably by management and as career limiting. There is also a reluctance in many cases to raise potential issues with stewards until the issue has become serious or significant. This has been experienced in several areas including with NCOSH representatives who have been discouraged from participating. PIPSC would like management to clarify their views on union participation and support their employees in contacting their union reps when needed and in participating in union activities for the good of the organization. PIPSC feels that in the past there was a positive response to this type of outreach by employees but that this has eroded over the years. PIPSC also noted that there are unique barriers to participation in union activities by regional employees.</p> <p>The RCEA concurred with the views of PIPSC and stated that they have heard similar messages from their members participating in OSH activities and committees and are very concerned.</p> <p><b>PIPSC/ RCEA to discuss employee participation in union activities.</b></p> <p><b>(C. Fraser confirmed that a meeting was held on 16 January 2020 with PIPSC/RCEA to discuss this.)</b></p>	
102.RT2	<p><b>Updates from Amy Campbell (LR/Management)</b> – Leah Kennedy will be taking over for Meredith Marchand as Secretary for the JCC.</p> <p>Amy Campbell also reported that NRC was aware of some issues with the \$400 payment stemming from the last round of collective bargaining. This is an evolving issue and she will update the union as more information is available.</p> <p><b>Amy will update the bargaining agent on issues related to the payment of the \$400 lump sum.</b></p>	A. Campbell
102.RT3	<p><b>Update from Dominique Charbonneau (PIPSC)</b> – Dominique will be stepping down from her role as President for the LS group. She will remain as a steward and there is no replacement for her yet in the President role. The Committee members thanked her for her participation.</p>	
	Next meeting is scheduled for March 11th, 2020.	
	<b>Meeting adjourned at: 3:30 pm</b>	