

Minutes of VAC/UVAE WFA Committee Meeting - April 25, 2012

In attendance: Yvan Thauvette - Chair, Don Love , Keith Hillier, Kim Coles and Charlotte Bastien

Item	Details/Action	Responsible
Terms of Reference	Final review. To be reviewed and signed on April 26	Don Love Completed
UVAE Questions and VAC Answers	VAC provided responses. Will follow up with translated version and provide both to UVAE electronically	Don Love Completed
Selection for Retention	<ul style="list-style-type: none"> · Discussion on 18-month retirement window for CSA employees who wish to be exempt from process. · No WFA offers would be made to employees who chose this course of action. Offer will be provided to CSA_s in advance of Selection for Retention process. · There is still an issue with use of references - VAC will ensure that they will be up-to-date. · VAC to provide names of selection teams members to UVAE. · VAC to provide final assessment process to UVAE. · VAC will provide further information on accommodation of employees not readily available for Selection for Retention process. · Notification to be provided to CSA employees on Selection for Retention process by May 4, 2012. · Discussion on accommodation of employees not readily available during the Selection for Retention process. Will check with TB on process. 	Don Love In Progress
Selection for Retention	Discussion on geographic-based selection pools to	Charlotte Bastien

	minimize impact on employees. Will be utilized in Selection for Retention process.	
Alternation	Brief discussion on Alternation - confirmed that employees with equivalent salary to WP's would be eligible for consideration in an alternation process.	
Health Related Travel (HRT)	Provide further details to UVAE on reductions related to HRT.	Keith Hillier
Transformation and Budget Reduction - General	Discussion on Case Managers. VAC will look at potential mechanisms for facilitating qualified CSA employees into future Case Manager selection processes. VAC will obtain an estimate of the number of CSA_s who currently meet Case Manager education requirements.	Don Love
Non-WFA specific topics	<ul style="list-style-type: none"> · NCCN-reductions in workforce are tied to demand for service but VAC must meet global targets where they cannot be met through NCCN reductions. · Case Manager demand may increase in specific locations. VAC will look at potential mechanisms for competitive processes of Case Manager jobs for qualified CSA's. VAC will provide numbers of CSA's who meet Case Manager education requirements to UVAE. · Status report provided on Medavie contract and required chances to meet needs of budget decisions. Status report provided on process for new FHCPS contract. · Brief discussion on future VAC field structure and ongoing role of CSA's. · Informed UVAE that VAC is not involved in the next announcement of government reductions. 	Keith Hillier

Frequency of Meetings	Confirmed meetings will be held bi-weekly. The next meeting will be scheduled on May 9 or 10, 2012, upon confirmation of availability.	Don Love Meeting scheduled on May 10, 2012 at 1:00pm AST
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Co-Chair Approval: Yvan Thauvette, UVAE Date _____

Co-Chair Approval: Don Love, DG HR Date _____