

## Summary of Discussion from WFA Committee Meeting – July 9, 2012

**In attendance:**

VAC: Don Love, Keith Hillier, Charlotte Bastien, Terry Wiseman

UVAE: Yvan Thauvette - Chair, Kim Coles

PIPSC: Doreen Weatherbie

Discussion Items	OPI for action items
<p><b><u>Minutes from Previous Meeting</u></b></p> <ul style="list-style-type: none"> <li>• No changes were required to the minutes from the previous meeting</li> </ul>	
<p><b><u>1. SERLO Update:</u></b></p> <ul style="list-style-type: none"> <li>• Charlotte Bastien summarized the assessments that were completed as well as those outstanding, as of Monday July 9. She estimated 20 employees would be assessed using the alternate assessment method.</li> <li>• Charlotte explained the criteria to be used for retention decisions:               <ul style="list-style-type: none"> <li>○ Geographic decisions would be based on area</li> <li>○ Both assets (CF experience and university education) would be used where required</li> <li>○ Highest overall score of factors assessed would be used, then operational requirements such as official languages and employment equity would be considered.</li> <li>○ Targeted reductions by region were: 2 in Atlantic, 15 in Ontario/Quebec, and 20 in Western</li> </ul> </li> </ul> <p><u>Action Item:</u> Charlotte Bastien agreed to confirm the projected number of reductions for Atlantic region</p>	<p>Charlotte Bastien - <b>Completed</b></p>
<p><b><u>2. Alternation:</u></b></p> <ul style="list-style-type: none"> <li>• Don Love confirmed that VAC is building an inventory of employees willing to alternate, identified by group and level. He answered Doreen Weatherbie's question that it was targeted at CSA's to identify those willing to remain in the Public Service.</li> <li>• Keith Hillier confirmed to Kim Coles that CSA's would be specifically case-managed.</li> <li>• In addition to the interdepartmental program for Alternation, which can be used for alternating with other department's surplus employees, there is also a list provided by Federal Council of prospective alternations from other departments</li> </ul> <p><u>Action Item:</u> Don Love did not have the number of employees registered in the departmental Alternation program as of that date, but will provide for next meeting</p>	<p>Don Love - <b>Completed</b></p>

<p><b>3. Notification:</b></p> <ul style="list-style-type: none"> <li>• Charlotte Bastien identified the schedule to be used for notifying all CSA's of the results of the SERLO process: <ul style="list-style-type: none"> <li>○ Monday, July 16<sup>th</sup>, the Deputy Minister would be advised of selection decisions;</li> <li>○ Tuesday, July 17<sup>th</sup>, a meeting will be held with UVAE representatives to inform them of the results;</li> <li>○ Meetings with employees not selected for retention will take place Thursday, July 19<sup>th</sup>; and</li> <li>○ Meetings with employees selected for retention will take place Friday, July 20<sup>th</sup></li> </ul> </li> <li>• Kim Coles requested that union representatives be present for each meeting with employees not retained. They would need confirmation of locations by Friday, July 13<sup>th</sup> to be able to make travel arrangements.</li> </ul> <p><u>Action item:</u> Charlotte Bastien to provide list of locations where representatives were required by Friday, July 13<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• Keith Hillier advised that the majority of those not retained would not be receiving a GRJO. This was based on information of what other departments have done to this point, and the Public Service labour markets in the locations of those not being retained.</li> <li>• Kim Coles described a situation where an employee on maternity leave had not been contacted, or provided with accommodations to allow her to be assessed.</li> </ul> <p><u>Action item:</u> Charlotte Bastien to follow up and provide results of corrective action in writing before SERLO results are announced.</p> <ul style="list-style-type: none"> <li>• Kim Coles asked if the Deputy would consider lowering the age for the Waiver of Pension Penalty from age 55 to age 50. Terry Wiseman confirmed that this was done in reductions in the 1990's by Treasury Board. Presently, the authority is with the Superannuation Act, and Treasury Board has confirmed that they will not be reducing the minimum age for the Waiver.</li> </ul>	<p>Charlotte Bastien - <b>Completed</b></p> <p>Charlotte Bastien - <b>Completed</b></p>
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**4. Life span of CSA SERLO pool:**

- Charlotte Bastien described how the results from the SERLO process may be used if future reductions were required.
- She confirmed that there was no fixed end date, but the results would not be used if any changes occurred to either the Statement of Merit or the work description for CSA's.
- Yvan Thauvette asked if results could be applied differently by region. Charlotte Bastien confirmed that results would be applied by area, based on the number of reductions.
- Keith Hillier assured that there would be consultation before SERLO results were used again.
- Kim Coles suggested that using a national approach to the SERLO process resulted in an impact to all CSA's, although the reductions were only in some areas. She also recommended using a more selective geographic approach in the future, as the one used must have cost at least the equivalent of two CSA salaries for travel and lost time for the board members.
- Charlotte Bastien explained that reductions would be based on a reduced client base and workload for specific locations

<p><b>5. <u>Round Table Items:</u></b></p> <ul style="list-style-type: none"> <li>• Keith Hillier updated Committee members on the negotiations with Medavie. Although dates are not official, Health Related Travel (HRT) would likely be moved to Medavie by end of September.</li> <li>• The adjustment in the CSA workload will be communicated to clients in November, in advance of implementation in January 2013.</li> <li>• Kim Coles asked how the work could move only in January if the CSA positions are no longer required as of November 30. Keith Hillier explained that a change in expenditures (from salary to the expanded Medavie contract) required approval through the budget process. The first opportunity to assign the work would then be January.</li> <li>• Keith Hillier explained that pre-work would begin in the Fall, starting with HRT and follow-up calls. Keith Hillier confirmed that there would be discussions with bargaining agents in the Fall.</li> <li>• Doreen Weatherbie asked that the Terms of Reference for the Committee be amended to reflect those in attendance, rather than National union Presidents.</li> </ul> <p><u>Action Item:</u> HR to issue amended Terms of Reference.</p>	<p>Terry Wiseman</p>
<ul style="list-style-type: none"> <li>• Doreen Weatherbie also asked if regional WFA committees would be established. Keith Hillier explained that there was not a lot of demand for those, due to the limited number of WFA situations. However, regional committees will be established if future reductions require them.</li> <li>• Kim Coles asked if WFA would be required for Case Managers and admin staff. Keith Hillier responded that he has asked the Regional Directors General for a list of potential WFA for the coming year. He explained that there were too many CSA positions in some areas.</li> </ul> <p><u>Action Item:</u> Keith Hillier to provide numbers of potential WFA situations by end of July</p> <ul style="list-style-type: none"> <li>• Kim Coles asked if the use of virtual work teams could mitigate the reductions. Keith Hillier explained that Work Without Borders was used as a temporary measure, but that permanent positions should be filled where the work is. He agreed that voluntary transfers to the locations where the work is required is possible, but that mobility is an issue.</li> <li>• Kim Coles recommended that Service delivery should be breaking down regional borders, and moving to a national case load. Keith Hillier confirmed that although the work will become more virtual, locations cannot be artificially supported if the volume of work is not there. Requirements for supervision, office space and equipment and support make that cost inefficient.</li> <li>• Kim Coles asked what will happen to clients where there will be no office, such as PEI? Keith Hillier responded that first contact would be done through calls, and Case Manager visits from other offices. For example, the South Shore in Dartmouth will be served by Halifax. These changes will take place in October 2013 at the earliest.</li> </ul>	<p>Keith Hillier</p>

**Date for Next Meeting**

Action item: DGHR's office will issue an invitation for the next meeting for July 23 or 10

Don Love