



**National Executive Committee Meeting  
Friday, February 26<sup>th</sup>, 2021  
Via Zoom Videoconference**

**MINUTES**

**In Attendance:** G. Phillips (*Chair*), J. Akins, C. Awada, N. Bois, J. Brulotte, M. Collins, S. Crawford, H. Delnick, M. English, J. King, G. Kopytko, R. Kossick, J. Lafontaine, C. Lonmo, K. Mansfield, D. Monafu, A. Nemec, A. Picotte, S. Rehman, A. Trau

**Staff:** J. Courty, O. Kahriz, J. George, A. Lizotte

**Regrets:** P. Ives, A. Okladov

**1. Call to Order / Roundtable introductions**

The NEC meeting was officially called to order at 9:00am and Chair G. Phillips confirmed quorum was achieved.

*\* At this time, CAPE's Statement on Harassment was read aloud. Jennifer George was identified as the Anti-Harassment resource person for the meeting and concerns should be directed to her attention via email.*

**1.2 Approval of NEC Agenda (February 26, 2021)**

Ontario Federation of Labour/CLC will be added as a new agenda item under 4.6. There were no other additions requested.

Motion to adopt the Agenda as amended.

**Moved by:** N. Bois

**Seconded by:** A. Picotte

**Abstentions (1)**

***By show of hands: Carried unanimously***

**1.3 Review and approval of NEC public minutes (January 29, 2021)**

A minor grammatical error was identified and corrected accordingly.

Motion to accept the NEC public minutes dated January 29, 2021 as amended.

**Moved by:** A. Picotte

**Seconded by:** C. Lonmo

**Abstentions (1)**

***By show of hands: Carried unanimously***

As a newly instituted practice, absences from previous NEC meetings will be read aloud in an effort to identify any proclivities for non-attendance. In accordance with Bylaw 14.2, a NEC member may be suspended in the event 3 consecutive meetings have been missed.

***Action Item:*** *The President to send excerpts of the bylaws to P. Ives' attention to confirm his intention to remain on the NEC.*

## **2. Discussion Items**

- a) Status on Revera Inc.:** Background information on Revera Inc., one of the largest operators of private, for-profit seniors' residences and long-term care homes in Canada was shared for the benefit of new NEC members. The pandemic exposed significant problems with the care of senior citizens residing in these homes. As a wholly owned subsidiary of the crown corporation and Public Sector Pension Investment Board managing the investments of the pension plans of the federal Public Service, support from the NEC was sought in raising awareness with the membership. PSAC and PIPSC launched a campaign/petition entitled: 'Make Revera public'. The NEC supported the initiative, and a news release was subsequently published.

A recommendation was put forth that the President further investigate the matter. In response, he confirmed the issue was raised at the Pension Advisory Committee level, however little was achieved as it was essentially disregarded.

- b) Bill C-65 (*New Regulations on the prevention of Harassment and Violence in the Workplace*):** The Bill introduces new legislation and regulations on the prevention of harassment and violence in the workplace, effectively amending the Canada Labour Code to reflect a more comprehensive definition. Bill C-65 came into effect in January 2021. In the event an investigation is required, it would be performed by a 3<sup>rd</sup> party. A penalty system has been put in place and failing to comply with the new standards can result in fines levied against the Employer of up to \$250K.

The objective of Bill C-65 is to strengthen the framework and streamline the process for employees experiencing or witnessing any forms of harassment to comfortably file complaints through informal reporting mechanisms. Depending on the size of the organization, various criteria must be met in conjunction with the Policy Committee. As it stands, organizations have until the coming weeks to align internal policies with the new regulations. Treasury Board rollout is underway and involvement with the OHS Committees is expected once those policies are in position.

**Action Items:** Bill C-65 will be added to the Local Leaders Council meeting agenda. A communiqué will be drafted to apprise local leaders of the situation and encourage that it be addressed at the local level expeditiously and within their department.

### 3. Action Items

Below is the status of the action items arising from the last NEC meeting:

- a) Call for volunteers (*ERC, DRS and CB for the OPBO*): **Completed**
- b) Prepare vote for NEC volunteers to sit on the membership survey committee: **Completed**
- c) Seek legal advice Bylaw 15: **Completed** (*further discussions were held in-camera*)

### 4. Decision Items

**4.1 Call for 5 NEC volunteers to sit on the accommodations' consultation group:** With the establishment of an accommodations' focus group, the Chair solicited 5 volunteers from the NEC to sit on the Working Group. S. Rehman, A. Nemeč, C. Awada, M. Collins, C. Lonmo, A. Picotte, K. Mansfield, and G. Kopytko put their names forward, for a total of 8 members.

The NEC briefly discussed whether to limit the number to address possible challenges to logistics, expenses, and meeting lengths. It was concluded that there is a gain of diverse representation by selecting 8 volunteers. Consideration will also be given to appointing alternates.

**Action Item:** J. Courty to schedule the next meeting and members were requested to confirm their attendance.

**4.2 Approval of Finance Committee members:** K. Mansfield, H. Delnick, A. Trau and J. Lafontaine put their names forward. C. Lonmo was nominated and accepted. This committee includes the 2 VPs and the President by default.

Motion to approve the above 5 volunteers to sit on the Finance Committee.

**Moved by:** A. Picotte

**Seconded by:** C. Awada

**Abstentions (1)**

**By show of hands: Carried unanimously**

### **HEALTH BREAK**

**4.3 Approval of stewards for the OPBO (Office of Parliamentary Budget Officer):** Carleigh Malanik and Jason Stanton have submitted their applications to become stewards.

Motion to approve both applicants as stewards.

**Moved by:** H. Delnick

**Seconded by:** A. Nemec

**Abstentions (1)**

***By show of hands: Carried unanimously***

**4.4 Approval of OPBO Collective Bargaining Committee:** There are a total of 26 members, 16 of which are registered with CAPE. Carleigh Malanik and Jason Stanton have volunteered to sit on the Collective Bargaining Committee.

Motion to approve the call for volunteers to sit on the Collective Bargaining Committee for the OPBO

**Moved by:** H. Delnick

**Seconded by:** A. Nemec

**Abstentions (2)**

***By show of hands: Carried unanimously***

***Action Item:*** J. Courty will notify the candidates of their acceptance.

**4.5 Selection of volunteers for CAPE committees:** In the absence of a Strategic Planning session, the objective is to populate some of the existing committees where work must be undertaken and decide which will be maintained, particularly the CBC (*Constitution and Bylaws Committee*)

Motion to re-instate the CBC immediately pending the appointment of the remaining committees at the end of March 2021.

**Moved by:** A. Picotte

**Seconded by:** H. Delnick

**Abstentions (1)**

***By show of hands: Carried unanimously***

Volunteers from the NEC were sought to sit on the CBC. H. Delnick, C. Lonmo, J. Lafontaine, K. Mansfield, A. Trau, N. Bois and A. Nemec put their names forward.

Motion to approve the 7 volunteers to sit on the CBC.

**Moved by:** C. Awada

**Seconded by:** M. English

**Abstentions (1)**

***By show of hands: Carried unanimously***

***Action Item:*** A. Lizotte will organize the inaugural meeting to select a Chair and retrieve any existing Terms of Reference.

***Action Item:*** Staff to develop a survey in order for NEC members to select which committee they wish to participate in.

**4.6 OFL/CLC:** Since joining the CLC, the Ontario Federation of Labour (OFL), representing 54 unions, has reached out to CAPE to inquire about any interest in an

affiliation. The cost to join is 63¢ a month/per member, amounting to over \$140K a year. Direction from the NEC was sought.

**Comments:** NEC members discussed the benefits of becoming a member of the OLF and some comments indicated the need to be better-informed prior to making a decision, whether through a presentation or written brief that outlines the pros and cons. Conversely, the position was taken that joining the CLC included the benefit of bypassing smaller requests such as this.

*(Agenda Item 5 was discussed in-camera)*

## **LUNCH BREAK**

### **6. Presentation on Next Generation HR and Pay**

Shereen Miller, SSC Assistant Deputy Minister of NextGen HR & Pay team, SSC Issues Manager Anne Gorman, alongside TBS Executive Director Giselle Jean-Baptiste introduced themselves and presented a PPT deck on the NextGen HR & Pay. The NextGen team was transferred from TBS to Shared Services Canada (SSC) on April 1, 2020 and PCH was selected as the first exploratory phase Department to test certain systems. An overview of the initiative was described, with the goal to map out the future for the HR pay system, including pay, and replace 34 legacy HR systems in a modernized way that leverages current technology.

The vision is to develop a robust, flexible integrated HR and Pay solution that meets the Government of Canada needs now and, in the future, test proposed solutions against the complexities of the pay requirement, prove its viability to solve the defined business problems and assess the working relationship with the pilot vendor (SAP). To ensure proper governance and oversight, the team reports to an external advisory committee to support the work and lessons learned will be used throughout the design phase.

### **Q&A Session:**

- One of the members inquired about the safeguards in place in the event an individual is booted out of the system and fail to receive wages. The role of NextGen HR & Pay team as a research lab was reiterated where the focus is to test success factors; while there is no system in place yet, all the contingency planning components will be tested.
- It was asked to what extent this cloud-based solution will be able to adapt to union-based environments. In response, it was stated that the software is configured for the 28000 payrolls actions deriving from the Collective Agreement and opportunities beyond PCH to test very complex collective agreements will be created.

- Given the levels of complexity surrounding the Collective Agreements and clauses, it was inquired as to what initiatives have been implemented to streamline some of those agreements. With respect to the business transformation work being led, it was stated that the team is looking at habits that are within their control and do not require any legislative changes. The nuance of the Collective Agreements will be taken under consideration and there is an opportunity to gain efficiencies within the processes themselves.
- When will Collective Agreements (*e.g.: for interpreters*) be integrated in this project? In response, it was noted that the current focus is to look at existing Collective Agreements within PCH, and within the next 2.5 years further expand the scope of the pilots to assess those complexities.
- Firm reassurance regarding the protection of information and privacy was sought given the prevalence of hacking. It was confirmed data protection was factored in during the procurement, even during the exploratory phase and a specific deliverable related to the protection of information has been developed. During the design experimentation stage, the goal is to explore the privacy impact assessment and data management questions.
- One of the members inquired as to the stabilization of Phoenix and asked if the new system will be standardized throughout all departments. In response, it was stated that the team will eventually be looking at full automation across Government, although certain departments may follow their own process.

NEC members were encouraged to remain interested on NextGen HR & Pay initiative to ensure the best user experience across the enterprise as change management will require full participation. The President was identified as the conduit for departments interested in participating in the pilot testing.

**Action Item:** J. Courty to request the presentation in both official languages.

## 7. Reports

**7.1 President's Report:** A catch-up clause is embedded in the MOA on Phoenix damages and signing completion is near. The PSAC deal amounts to \$2500. A \$400 signing bonus was already received by our members; however, PSAC received \$500. As such, all members should expect to receive an additional \$100. PSAC was also awarded \$1000 for the late implementation of the 2014 Collective Agreements which our members will receive. With respect to the remaining \$1500 obtained by PSAC, this amount is compared to the 5 vacation days previously received by our members. It was stated that any members whose 5 days vacation leave is worth less than \$1500 can anticipate an additional amount to reach an equivalency to \$1500 that was received by PSAC. Departments Heads will determine at which rate funds will be disbursed.

- The Regional Council meeting was held virtually last month, which went well.

- UMCC with ESU: A union management meeting was held with ESU recently, which went well. The major issue arising pertained to the need to perform classification reviews of staff.
- An upcoming OHS (Occupational Health & Safety) meeting will take place on Monday to discuss reintegration to the workplace. A staff survey based on input from the Accommodations Committee will be developed and then reviewed by ESU.
- A membership survey will help to determine which preferred training opportunities to focus on.
- The President met last week with Leader of the Official Opposition Erin O'Toole during which time, the issue of interpreters not wearing headsets was raised. Also discussed was the need to trust the members to provide political advice and implement decision, the need to be consulted on matters as members can provide value-added, as well as Canada's economic recovery.
- With respect to 699 leaves, a suggestion was put forth to direct the President to draft a message addressed to the membership to provide reassurance on the current use of the leaves in response to a recent news article improperly portraying the use of this leave. In addition, it was reminded that in the event sick leaves have been exhausted, code 699 leaves can be used at the manager's discretion.

**Action Item:** The President will look into drafting a message accordingly.

**7.2 Executive Director Report:** Tabled until the March meeting.

**7.3 Director of Policy & Negotiations Report:** Treasury Board and CAPE have agreed to hold the code 699 policy grievances in abeyance for the time being, while attempts to work through individual grievances are made. It was agreed to first allow departments to conduct the internal grievance hearing process. If this process is deemed unsuccessful, the policy grievances will be taken out of abeyance.

An organization based in Africa has been mimicking CAPE's website and using a similar domain name to perpetuate a scam soliciting job applicants and then selling fraudulent work visas and permits. The Association is working with legal counsel and the international governing body with jurisdiction on these offenders in an effort to obtain all the necessary applications and documentation to regain the domain name.

As it stands, 14 individuals have applied thus far to volunteer to sit on the ERC whereas 41 have applied to sit on the DRS. The deadline for application is March 5<sup>th</sup> and once finalized, a list of candidates will be presented to the NEC for approval.

**7.4 Senior Advisor Report:** An update on the NJC (*National Joint Council*) bi-weekly calls was reported by TBS as followed:

2590 reported cases of employees who have tested positive for COVID-19; 680 of those cases are still active. There have been 63 reported work refusals with 2 cases remaining active. Since the beginning of the pandemic, a total of 11 238 employees have been affected by office closures; 7410 employees remain affected by these closures.

The bargaining agents and the Employer have reached an impasse in discussions. A final report that outlines both positions put forward by the parties is being prepared for the Employee Wellness Support Program Steering Committee's review and awaiting validation from some of the other bargaining agents. Afterwards, the report will be submitted to Head of Treasury Board Minister Duclos and team for final review. The next step is for the bargaining agents to coordinate a communications strategy for the membership to share how this matter will be handled.

**7.5 Director of Communications Report:** Senior Advocacy and Public Affairs Advisor Dina Epale delivered the Communications Report focussing on the following key highlights during the month of February:

- With respect to the ongoing issue faced by interpreters, further to the meeting with Erin O'Toole, a question for potential consideration was submitted to an opposition MP. In addition, a written brief was submitted to the Standing Committee of Official Languages who will undertake a study on the challenges of parliamentary interpretation service in the context of COVID-19 pandemic.
- A letter along with a safety/security witness form was sent to the Procedure and House Affairs Committee (PROC) on the ongoing challenges of holding virtual meetings. CAPE was also quoted in Parliament about the warning raised during its appearance before the PROC in May 2020.
- As part of commemorating Black History Month, Leader of the Green Party Annamie Paul was interviewed.
- Media at the House of Commons: The Association continues its daily media watch to monitor relevant news of importance to the members.
- A recap of the meeting with Leader of the Official Opposition Erin O'Toole, as well as information related to code 699 leaves were uploaded to the website.
- A CAPE report template was developed for the Research Team and a monthly thematic media watch was compiled for internal purposes. The monthly newsletter has just been released.



**7.6 Director of Finance Report:** A \$2.9M surplus is forecasted for the end of this fiscal year. The pension within ESU is cumbersome and O. Kahriz is the designated trustee and administrator. An overall picture of the current state of the pension was provided. Once all of the trustees are on board, the long-term plan can be charted, and necessary resources compiled in order to progress.

On the IT side, management staff received a demo this week of the Microsoft Dynamic portal for members which yielded overall positive feedback. In addition, it was confirmed that the IT solution will provide options to enable submitting nominations for the electoral process.

**Action Item:** The President and Director of Finance will talk offline on Monday regarding the demo and the options relating to supporting the election process and will report to the NEC at the next meeting.

It was also recommended and agreed to hold the Finance Committee meetings on the 15<sup>th</sup> of each month.

**7.7 Report on Accommodations:** Work with the external broker on the development of a survey is underway and the questionnaire for the staff was reviewed and will soon be forwarded to ESU.

**7.8 Report on CLC:** A meeting will be scheduled in the near future to discuss next steps.

**The NEC meeting adjourned at around 4:09 p.m. EDT.**

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*The above minutes are accepted as a true representation of the National Executive Committee meeting held on February 26<sup>th</sup>, 2021.*

**APPROVED by:**

\_\_\_\_\_  
Chairperson

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Date