



**Digital Disruption and Transformation Committee**  
**Tuesday June 22nd, 2021**  
**10:00 AM EST**  
**Via Teams Meeting**

**MINUTES**

**In Attendance:** Granda Kopytko, Dan Monafu, Scott Crawford, Matthew English, Janet Atkins & Jason King.

**Staff:** Greg Phillips (CAPE President), Jennifer George (Senior Advisor to the President) & Patricia Kumbakisaka (Administrative Assistant/Committee Secretary)

**Call to Order / Roundtable introductions**

Meeting was called to order at 10:15 AM by Greg.

**Approval of Agenda**

Motion to adopt Agenda -carried unanimously.

**Electing the next committee Chair**

- Committee elected Matthew English as Chair.

**Roundtable introductions**

- The committee & CAPE Staff introduced themselves.
- Shared about their interest in joining the committee, experience and background with DDT

**Additional discussions**

- G. Phillips mentioned to consider reaching out to TR to get them involved on the committee and provide training course for our members.
- D.Monafu: Mentioned of PCPO group that looks at the future in technology. Broader question would be defining what we mean by “Digital”
- S.Crawford: Process around collecting bargaining – looking at the adoption of technology in government services.
- We look at what is covered by NJC, in terms of workforce adjustment. There is nothing in there around DDT, or if we had translators to be trained, nothing saying they have to be retrained(eg: we are seeing more automated analysts.)
- We need to start build some of this to our new CBAs and bring it towards NJC.

**Ways to represent membership:**

- M.English: Suggested we focus on membership representation.
- How do we contain or put into something we can start promoting to our membership and what would be best way of doing this?



- G.Phillips suggested The Term of Reference and position paper on staff & CAPE has the research team that can write them.
- See what other unions are doing & if there are any position papers involved.
- Bring in experts, speakers or people who they may have knowledge in this area. (Eg: Audrey or external)
- G.Kopytko: Mentioned we should be putting technology into something positive & the focus should acknowledge to work around fear.

### **Ways to represent membership part II:**

- Mobilize the membership/ commissioning research and look at what are the benefits and what is the dark side. We figure out a solution to protect ourselves in those type of stuff (D.Monafu)
- There was a motion on AI mentioned at CLC – there are other unions working on that. We could look at other unions. (G.Kopytko)
- Put a document on other Unions/committees and work with Granda and we can compile the list and would give the group starting point. (Suggested by J. George)

### **Next meeting planning/Action Items:**

- Take a look at TOR templates
- J. George will forward to Template of TOR from other committees to M. English
- Coming back to Dan's idea we have shared documents where we put priorities there and next time we get together we can go through that list.
- JG and Granda look at what other unions are doing and what we can do to follow up.
- Greg suggested the group to create a **SLACK** group.
- J.George and PK to look at Slack Corporate account.
- Janet suggested meeting to occur once a month
- Ninety-minutes every 3 weeks (Matthew – use Slack on the interm)
- Janet suggested to use Paid corporate account Slack account.
- JG: Suggested about days and times, it is best to decide a day and time to meet.
- Create a discussion document to send it out to the membership that will be great to engage young members. This idea was suggested by G.Phillips.

### **Next meeting:**

Second Wednesday afternoon  
July 14<sup>th</sup> 1PM

**DDT committee meeting adjourned at around 11:30 AM. EDT.**

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