

MEMORANDUM

OPSEU



SEFPO

Syndicat des Employé-e-s
de la Fonction Publique
de l'Ontario

TO: ALL OPS Local Presidents, Executive Board Members,
CERC Teams, MERC Teams

FROM: Cameron Walker
Supervisor Contract Enforcement

DATE: March 16, 2004

RE: **Central Employee Relations Committee Meeting
Minutes – August 6, 2003**

Attached, for your information, please find the minutes of the above captioned meeting(s).

Your making these available to the appropriate members in your workplace is appreciated.

You will also find attached a MERC referral form which should be used when referring unresolved local issues to the ministry level. We request that you provide the Job Security Group with all supporting documentation, (i.e. minutes, correspondence, etc.), with any referrals.

PLEASE NOTE: THESE MINUTES WERE PREPARED BY THE EMPLOYER.

100 Lesmill Road,
Toronto, Ontario
M3B 3P8

e-mail: opseu@opseu.org
www.opseu.org

100 chemin Lesmill,
Toronto, Ontario
M3B 3P8

courrier électronique
opseu@opseu.org
www.opseu.org

Tel: (416) 443-8888
Fax: (416) 443-9670
Ontario:

Toll free: 1-800-268-7376

TDD:
(416) 443-9898
or
1-800-663-1070

AUTHORIZED FOR DISTRIBUTION:

Leah Casselman
President

IN SOLIDARITY,

Cameron Walker
Supervisor, Contract Enforcement

LC/ms
att.

c: Senior Staff
Job Security Department

CENTRAL EMPLOYEE RELATIONS COMMITTEE (CERC) MEETING
August 6, 2003
Ferguson Block, Collective Bargaining Centre

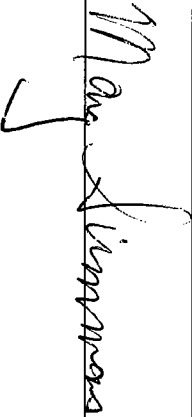
In Attendance				
For the Union	For the Employer	Guests	Regrets	
Marg Simmons, Co-Chair Kathleen Demareski Steve Nield Judith Marion, OPSEU	Janis Bartley, MBS, Co-Chair Elizabeth McKnight, MBS Alison Smyth, MBS Andréa Kuprejanov, MBS Laural Thomson, MBS Misha Wilson, MBS	Dorothy Cameron, MBS Angela Khan, MBS Dave Slater, MBS Trish Fabic, PSTG Drew McCutcheon, PSTG	Renee Reddick, MBS	
Date Tabled	Business Arising	Referred to	Action	
Standing Item	I & IT Survey Dorothy Cameron and Angela Khan, MBS, joined the meeting to provide an update on the survey, share the results, and identify themes and next steps. Information was shared regarding how the identified employee concerns and priorities compare to the I&IT industry standard. Action plans will be developed in each cluster and communicated centrally.			No action required.
Standing Item	Inspections, Investigations and Enforcement Project This item was deferred until September.	Employer		Employer to present update at the September CERC meeting.
Standing Item	Grievance Administration Project (GAP) The Employer identified the Ministries that are currently under consideration for the GAP and provided a status update.	Employer		The Employer to continue to provide updates as required.
March 13, 2003	Joint CERC Training The joint training session will be conducted on August 7, 2003.			No action required.
March 13, 2003	Employee Survey Pilot	Employer		The Employer to make a presentation in the Fall.

April 2, 2003	Ministry Vehicle as a Taxable Benefit The Union reported that their legal counsel is still reviewing the issue.	Union	The Union to report back
May 7, 2003	Office Administration Technical Service Class Standards The parties agreed to refer this item to the joint sub-committee of CERC constituted under Appendix 7(7) of the collective agreement. The committee will be asked to report back to the CERC.		No action required.
May 7, 2003	Compensation for those absent from work due to SARS The Union reported that the issue raised at the previous meeting has been addressed and resolved at the local level.		No action required.
May 7, 2003	MNR Lateral Transfer Policy The Employer reported that the Ministry is prepared to address the issue with the Union in a joint problem-solving meeting. The Union has advised that they are willing to participate in the joint discussions with MNR, but will also be forwarding this issue to mediation.	Employer	The Employer to follow up regarding setting up a joint meeting between the parties. Employer to communicate to the Ministry the Union's request for mediation.
June 4, 2003	Return to Work Policy The Employer reported that the Illness, Injury and Employment Accommodation (IEEA) policy is being reviewed and an update will be provided later in the Fall. OPSEU clarified that they are concerned about how to make the return-to-work process meaningful and how to ensure that a corporate coordination/oversight function is maintained.	Employer	The Employer to report back in the Fall.
July 3, 2003	Application of Travel Time for Schedule 6 The Employer reported that this issue has been referred back to the MERC at the affected Ministry (Northern Development and Mines).	Union	The Union to follow up.
July 3, 2003	Attendance Support Program	Employer	The Employer to follow up with HR

	<p>The Employer reported that it has held internal discussions regarding education and communication initiatives to raise awareness about the intent of this program. The Employer clarified that there is no current intention to change the policy. The Employer reiterated that the program is not intended to be punitive but rather supportive, and agreed to emphasize this with HR Directors.</p>		Directors.
July 3, 2003	Summer Student Wages	Employer	A representative to address the issue at the September CERC meeting.
Date Tabled	This item was deferred to September. New Business	Referred to	Action
August 6, 2003	Ontarians with Disabilities Act The Union requested copies of the ministries' Accessibility Plans. The Employer suggested that someone from the directorate be invited to the CERC meeting to provide a status update, given that ministries submit their Plans directly to the directorate. The Union requested that their disability representative attend that meeting.	Employer	The Employer to contact the directorate to determine if and when a representative would be available to give a presentation at CERC.
August 6, 2003	Max Merit Both the Employer and the Union confirmed that "maximum merit" increases are pensionable earnings. The Employer agreed to forward the specific case situation that was raised by the Union to Shared Services Bureau (SSB) for rectification.	Employer	The Employer to forward information to SSB.
August 6, 2003	Union Leave Billing The Union noted that there is no union leave procedure in place for unclassified employees. The Employer confirmed that the union leave billing process does not apply to irregularly scheduled unclassified employees, mainly due to administrative restrictions in WIN. The Employer advised that such employees, therefore, should be seeking payment directly from the Union for	Employer/Union	The Employer and the Union to forward this issue to the CORPAY system review project team for consideration.

	expenses that are reimbursed by the Union.		
August 6, 2003	Tuition Reimbursement The Employer clarified that according to the <i>Income Tax Act</i> , some tuition expenses that are reimbursed by the Employer are non-taxable benefits whereas other tuition expenses are taxable benefits. In particular, the \$3,000 amount reimbursed under Article 20.3.1 of the collective agreement is taxable, and all statutory deductions are made at source. The Union inquired if amendments would be made to an employee's Record of Employment (ROE).		The Employer to report back regarding the ROE.
August 6, 2003	Live and Let Live Fund The Union provided background information on the Fund, which was set up by OPSEU to create awareness and assist persons infected with HIV and AIDS in both Africa and Ontario. The Union requested permission to fundraise for this project on the Employer's premises. It is intended to be an annual event.	Employer	The Employer to inquire about the approval process and protocol for such requests.
August 6, 2003	Employer Policy Statement on Health and Safety Policy The Union inquired as to whether the Employer's corporate Health & Safety policy has been reviewed and updated in compliance with the <i>Ontario Health and Safety Act</i> (OHSA). The Employer confirmed that the 2002 review has been completed, with no changes made to the policy. A memo is being sent out to Ministries advising them of this review. The 2003 review will commence in the 3 rd quarter of this year.	Employer	The Employer to provide the Union with a copy of the memo that is being sent out to Ministries.
August 6, 2003	Corporate Systems Payroll Review Information was presented on the Corporate Payroll Systems Review and feedback was elicited from the Union and Employer on system improvements. It is anticipated that the review will be completed by the end		No action required.

	of September.		
August 6, 2003	Employee Security Checks The Union advised that employees at the Ministry of Health and Long Term Care (MOHLTC) in London, Ontario are being asked to sign two security/confidentiality documents as part of a larger security protocol.		No action required.
August 6, 2003	Communications Operators The Union reported that members of the MERC team at the MOHLTC met with two Ministry employer representatives to discuss the training role of Communications Operators. The Union is concerned about employee burnout and potential adverse effects on public safety. The parties discussed options regarding resolution.		

For the Union: 

For the Employer: 