



OPS Conference & Divisional Meetings 2010



About the Conference – Divisional Meeting

The Ontario Public Service Conference is a gathering of members from across the province that belong to 26 various ministries within OPSEU. You are the front-line staff in the OPS and you are 43,000 members strong and part of more than 100,000 working families belonging to OPSEU.

On Saturday November 6, 2010 all delegates to the conference will gather to participate in a plenary session to kick off the conference.

Who should attend

If you are the Chair of the Local Enforcement Renewal Committee (LERC) you are the automatic first delegate to the divisional meeting of that ministry. If a LERC Chair position is vacant in a ministry in your local, the Local President is the automatic first delegate if he/she is from that ministry, as per the existing policy. As for all other ministries, the delegate(s) will have to be elected, as per existing policy.

The members of the current Ministry Enforcement Renewal Committee, Health and Safety subcommittee, and Executive Board Members are automatic delegates in their own right. They may attend over and above their local's entitlement. Alternates who are attending must be elected as well. Alternates and Observers accompanying Delegates are at local expense. Head Office will cover an alternate's expenses only where the alternate attends **instead of, and in place of the delegate.**

How do I get there?

Print and fill out the call forms located on the OPSEU Website www.opseu.org. They are located under 2010 Divisional Conference, Scan, email or fax them to us in the Job Security Unit at 416-448-7462. You need to return;

- Credential and Advance Form
- Childcare Registration Form & Permission Form
- Personal Assistance Form
- Questionnaire
- Workshop Registration Form
- Time-off Request Form



OPS Conference & Divisional Meetings 2010



Accommodation

Members will be responsible to make their own accommodation and payment arrangement for the 2010 OPS Divisionals. As per policy, accommodation for members living within 60 km of the hotel will not be covered unless it is necessary for their participation in a late evening session or where it is cheaper to provide accommodation than it is to pay mileage.

There are no charges billed back to OPSEU. Delegates will be reimbursed for the cost of a twin-shared room only as per policy. Hotel rates, excluding taxes are as follows;

Single or Double - \$199.00 (plus tax)
Twin-shared - \$99.50 (plus tax)

You are responsible for finding another member to share your hotel room with. If your roommate does not show up at the Conference, you will be responsible for the full cost of the room. If single accommodation is requested, you will pay the difference between the shared and single accommodation cost.

Please arrange your Hotel Accommodation directly with the Sheraton by calling:

1-888-627-7175 or 416-947-4955 or reserve online at

<http://www.starwoodmeeting.com/book/OPSDIV>. The accommodation cut-off date is
October 6, 2010

Parking

- The daily parking rate at the City Hall parking lot (directly across from the Sheraton) is \$22.00 per day.

Delegate Entitlement Guidelines

Delegate entitlement is determined by Ministry configuration, not by local. Alternates are welcome but the local must pay all expenses for the alternates (Head Office will only pay the expenses of an Alternate if the Alternate is attending the Conference in place of the Delegate.)

Delegate Entitlement Guidelines Cont'd

The Delegate entitlement is based on the Convention Formula for each Ministry.

Up to 150 = 1 delegate
151 to 300 = 2 delegates
301 to 500 = 3 delegates
501 to 800 = 4 delegates

Change in Status

If there is a change in status, i.e., from alternate to delegate prior to the meeting, you must advise Cynthia Forsyth and fax it to Head Office at 416-448-7462. If the change in status will affect your accommodation arrangements, please be sure to notify the hotel immediately.

Union Number

- Please be sure to include your union number for identification purposes. If you do not have or do not know your union number, you may use your SIN.
- Make sure that your number is on your Credential and Advance Forms before faxing them to the Job Security Unit at head office.

Advances (delegates only)

- Make your advance request early using the Credential and Advance form found on the web-site
- Specify if the cheque is to be mailed to your home or picked up at the meeting.
- There is a two week turn around for Advances that need to be mailed and one week turn around for advances being brought to the meeting.

Time-off (Delegates only)

- The deadline for time-off requests is October 22, 2010.
- Don't forget to specify your employer's name, supervisor's name, title, address and fax number.
- Please use the Time-off Request Form

Childcare Form

Childcare services will be co-coordinated by the Job Security Unit in conjunction with the childcare provider (ECE) for the OPS Conference and Divisional Meeting November 5 - 7, 2010.

Childcare is governed by the Day Nurseries Act. The Act is responsible for setting the guidelines to ensure that children in the care of others are well taken care of. It stipulates how many children, based on their ages, may be placed with an adult.

The staff-child ratios are stated in the Act as follows;

➤ Special needs	any age	1:1
➤ Infants	6 weeks to 18 months is	1:3
➤ Toddlers	18 months to 30 months is	1:5
➤ Preschoolers	2.5 to 6 years	1:8
➤ Schoolagers	6 and up	1:15

Your assistance is needed to ensure that your child(ren) receive(s) the best quality of care based on the Day Nurseries Act. If you plan to use the childcare services at your OPS Conference and Divisional Meeting, please ensure the Childcare Registration Form and Permission Forms are completed and forwarded with your credentials to Head Office by October 8, 2010. This will enable us to hire enough staff to care for all the children based on their ages and special needs.

Infants and Toddlers

Infants (up to 18 months) and toddlers (18 to 30 months) will be cared for according to their individual needs. We would ask that you supply any formula, bottles, diapers, and baby food necessary for your infant. We will supply a crib for your child's rest time but we would greatly appreciate it if you could bring any small cribs, car seats, or strollers, that can be used for feeding and walking.

Preschool and School age

For preschool (30 months to 6 years), and school age (6 years and up) children, days will be filled with age appropriate toys and activities, including walks, music, story times, creative arts and dramatic play. Only the school age children (6 years and up) with a signed permission form will be permitted to go swimming.



OPS Conference & Divisional Meetings 2010



Preschool and School age cont'd

Those children old enough to consume "regular" food will be provided with a healthy and nutritious lunch and snack met by the guidelines set out in the Day Nurseries Act.

Weather permitting; we will take all children outdoor for some fresh air each day. We ask that the appropriate outdoor clothing be brought.

Our hours of operation are as follows;

Friday Nov 5, 2010	7:00 pm – 10:00 pm
Saturday Nov 6, 2010	8:30 am - 11:00 pm
Sunday Nov 7, 2010	8:30 am – 1:00 pm

Please submit the Childcare Registration and Permission Forms located on the website at <http://www.opseu.org/ops/index.htm> along with all other forms by October 8, 2010.

Draft Agenda

Friday November 5, 2010

7:00 pm – 9:00 pm	Registration Conference level
Hospitality Suite -	Springsong/Spindrift
Daycare Suites	TBD

Saturday November 6, 2010 – Plenary Grand Ballroom

7:30 am – 10:30 am	Registration Conference level
9:00 am – 9:05 am	Call to order – Roxanne Barnes, CERC Chair
9:05 am – 9:15 am	Opening Remarks - President Smokey Thomas
9:15 am – 9:25 am	Opening Remarks – 1 st Vice-President/Treasurer Patty Rout
9:25 am - 9:45 am	CERC Update



OPS Conference & Divisional Meetings 2010



Draft Agenda cont'd

Saturday November 6, 2010

9:45 am - 10:00 am	Health & Safety
10:00 am - 10:15 am	BUI (Bargaining Unit Integrity)
10:15 am – 10:30 am	MFRC (Ministry File Review Committee)
10:30 am – 10:45 am	Pay Equity/Charter Challenge
10:45 am - 12:00 am	State of the World: If your job were a bank it would be saved by now
12:00 pm- 1:15 pm	Lunch
1:15 pm – 4:00 pm	Divisional Meetings
5:30 pm – 6:30 pm	Meet & Greet for New MERC Teams (City Hall Room)

MERC Divisional Meetings Room Locations

Agriculture and Food and Rural Affairs	- Ginger Snap
Attorney General	- Civic Ballroom North
Cabinet Office (no current MERC)	- TBA
Children and Youth Services	- Conference B
Citizenship and Immigration	- Wentworth
Community and Social Services	- Dominion South
Community Safety and Correctional Services	- Dominion North
Probation and Parole	- Civic Ballroom South
Culture & Tourism	- Kent
Economic Development (three ministries)	- Conference A
- Research & Innovation	
- Consumer Services	
Education	- Conference E
Environment	- Conference D
Energy (no current MERC)	- TBA



OPS Conference & Divisional Meetings 2010



MERC Divisional Meetings Room Locations

Finance & Revenue	- Conference C
Government and Consumer Services	- Conference F
Health and Long Term Care-Health Promotion	- Conference G
International Trade & Investment (no current MERC)	- TBA
Labour	- Conference H
Municipal Affairs & Housing	- Elgin
Natural Resources (Aboriginal Affairs)	- Essex Ballroom
Northern Development Mines & Forestry	- Windsor E&W
OCWA	- Huron
Solicitor General	- Simcoe
Training, Colleges and Universities	- Kenora
Transportation	- City Hall Room

Sunday November 7, 2010

Workshop registration will take place at each individual conference room at 8:30 a.m.

Article 20 & Re-deployment	- Essex Ballroom
Article 20 & Re-deployment	- Dominion South
Making Connections	- Civic Ballroom North
Making Connections	- City Hall Room
Bullying and Harassment in the Workplace	- Conference B&C
Bullying and Harassment in the Workplace	- Conference D&E
Speaking Up for Public Services	- Osgoode Ballroom
Speaking Up for Public Services	- Sheraton East



OPS Conference & Divisional Meetings 2010



MERC Divisional Meetings Room Locations

Probation & Parole Divisional

- Civic Ballroom North

Correction Divisional

- Dominion North