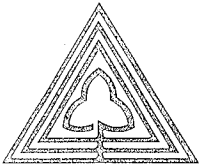


M E M O R A N D U M

OPSEU



SEFPO

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

TO: All Presidents and Stewards with members in the Ministry of
Training, Colleges and Universities

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: May 9, 2005

**SUBJECT: Ministry of Training, Colleges and Universities
Divisional Minutes – January 23, 2005**

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

Your making these available to your delegates and members would be appreciated.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,

Leah Casselman
President

Terry Baxter
OPS Supervisor/Negotiator

/jm

cc: Executive Board Members
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**MINISTRY OF TRAINING, COLLEGES & UNIVERSITIES
DIVISIONAL MEETING**

**2005 DIVISIONAL MEETING
JANUARY 23, 2005
SHERATON CENTRE, TORONTO**

CALL TO ORDER

Sister Ambrose, MERC Chair, called the meeting to order at 9:35 a.m.

INTRODUCTIONS

Sophia Ambrose, Chair
Michelina Riccardi, Vice-Chair
Lucie Rondeau, L. 440
Sherry Hunt, L. 546
Estelle Orlando, L. 601
Maurice Blais, L. 628
Brian Morissette, L. 649
Wanda Harris, L. 702
Fern Dumas, L. 736
Lynne Easter-Froats, Staff Representative, London Regional Office
Rupa Banerjee, Recording Secretary

ADOPTION OF THE AGENDA

MOTION

Moved: Sherry Hunt (L.546)

Seconded: Brian Morrisette (L.649)

To adopt the Agenda.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

MOTION

Moved: Fern Dumas (L.736)

Seconded: Sherry Hunt (L.546)

To adopt the minutes.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Cell phones that do not work properly are an area of particular concern in the Northern regions.
2. Missing two names from the last Divisional meeting, i.e. Estelle Orlando (L.601) and Wanda Harrison (L.702).

ERC TEAM REPORTS

MERC Chair, Sophia Ambrose reviewed and referred to the highlights of the report (attached). Discussion ensued.

ELECTIONS

Lynne Easter-Froats, OPSEU Staff Representative, London Regional Office, assumed the Chair to conduct the election and explained the election process.

MOTION

Moved: Fern Dumas (L.736)

Seconded: Brian Morrissette (L.649)

To allow one minute per candidate to speak.

CARRIED

MERC TEAM

<u>Nominator</u>	<u>Nominee</u>	<u>Stand/Decline</u>	<u>Results</u>
F. Dumas (L.736)	S. Ambrose (L.736)	Stand	Elected
W. Harris (L.702)	M. Riccardi (L.154)	Stand	Elected
B. Morissette (L.649)	M. Blais (L.628)	Stand	Elected
F. Dumas (L.736)	S. Hunt (L. 546)	Stand	
M. Riccardi (L.154)	W. Harris (L.702)	Decline	

MOTION

Moved: Fern Dumas (L.736)

Seconded: Sherry Hunt (L.546)

To destroy the ballots

CARRIED

MERC CHAIR

<u>Nominator</u>	<u>Nominee</u>	<u>Stand/Decline</u>	<u>Results</u>
M. Blais (L.628)	M. Riccardi (L.154)	Stand	Elected
F. Dumas (L.736)	S. Ambrose (L.736)	Stand	

MOTION

Moved: Sherry Hunt (L.546)

Seconded: Fern Dumas (L.736)

To destroy the ballots.

CARRIED

MERC ALTERNATES

<u>Nominator</u>	<u>Nominee</u>	<u>Stand/Decline</u>	<u>Results</u>
S. Ambrose (L.736)	F. Dumas (L.736)	Stand	3 rd Alt.
B. Morissette (L.649)	S. Hunt (L.546)	Stand	2 nd Alt.
E. Orlando (L.601)	B. Morissette (L.649)	Stand	1 st Alt.

MOTION

Moved: Sophia Ambrose (L.736) Seconded: Michelina Riccardi (L.154)

To destroy the ballots.

CARRIED

MERC VICE-CHAIR

<u>Nominator</u>	<u>Nominee</u>	<u>Stand/Decline</u>	<u>Results</u>
M. Riccardi (L.154)	S. Ambrose (L.736)	Stand	Acclaimed
S. Hunt (L.546)	M. Blais (L.628)	Decline	

New Business

1. Overtime: Issue identified to be addressed at next meeting with the Employer.

ADJOURNMENT

MOTION

Moved: Maurice Blais (L.628) Seconded: L. Rondeau (L.440)

To adjourn.

CARRIED

The meeting adjourned at 1:30 p.m.

AUTHORIZED FOR DISTRIBUTION:



Sophie Ambrose
Chair
Ministry of Training Colleges
& Universities



Leah Casselman
President
OPSEU

rb

Attachments (1)

MINISTRY OF TRAINING COLLEGES AND UNIVERSITIES MERC
REPORT FOR DIVISIONAL MEETING ON SUNDAY JANUARY 23,
2005 .

Since the last divisional meeting of November 3, 2002, the following issues have been discussed:

Health and Safety:

Cell phones for Training Consultants
WDHP policy
Emergency Evacuation
Ontarians with Disabilities Act (ODA)

Other Items

Privatization of MTCU work
Lieu Time/Averaging
Government I.D. cards
LERC'S
Staffing Issues- Training/PPAD's
Reorganization
Redeployment
Job Connect Pilot Project
ASA (Apprentice Support Application)
Classroom fees
Conversions
School Scheduling Project- Dead issue for now
Ministry Business Plans
OAG (Office Admin group) Learning needs
Exemption Testing
Territory Changes within Workplace Training Branch
Federal/Provincial Labour Marketing Development Agreement
OPS Ideas Campaign
Rest Periods
Mileage/Insurance/Use of Personal Vehicle
Electrical Safety Authority
Job Specs
Month End Reports
Once Stop Initiative

Seniority Lists, Vacancy Lists, Unclassified Lists- these are provided to MERC at each meeting.- September 14th lists in your package.

The meeting dates for the last two years:

December 10, 2002
February 11, 2003
September 11, 2003
December 9, 2003
February 3, 2004
June 10, 2004

The above minutes are included in your package.

Highlights

Cell Phones

As of the September 11, 2003 minutes- Management advised that a rental agreement is being finalized to make satellite phones available to WSSB Northern District staff for travel in areas where there is no cell phone reception.

WDHP Policy/ I & IT

The Union is not satisfied with the level of training provided to all MTCU staff with respect to WDHP/ I & IT. At the September 14, 2004 meeting, management committed to reviewing the need for Ministry wide training and will report back to the MERC at the next scheduled meeting.

Lieu Time/Averaging of Hours

As of the September 11, 2003 minutes- this issue has been resolved. Both the Union and Management worked together to complete the Schedule A, Lieu Time Guidelines. Copy of guidelines are in your package.

Mileage/Use of Personal Vehicles

This item continues to be ongoing. The last update was everyone in the Workplace Training Branch of the ministry was provided with a "Use of Rental Vehicles or Personal Vehicles Tip Sheet for Staff and Managers". On November 3, 2004 an e-mail was sent to WTB- Field Offices from Barbara Simmons providing further information and context on the above subject. This information will be discussed at the next MERC meeting and they are provided in your package.

Electrical Safety Authority

At our last meeting in September, management advised that it has not yet issued a clarification to staff of the relative roles of the Ministry, the Ministry of Labour and the Electrical Safety Authority as it has to coordinate the information with the Ministry of Labour and the Ministry of Consumer and Business Services. There are two pilot projects which began on June 1, 2004. They are in Hamilton and Ottawa. The employer did provide copies of the Terms of Reference for the two pilot projects. These are included in your package. Management committed to provide updates on these two projects at the next MERC meeting. This is an ongoing issue.

One-Stop Initiative

At our meeting in September, management advised that a memo will be going out to all staff the week of September 13, 2004 announcing the establishment of two project teams. A memo did go out on September 17, 2004 from Bill Forward. This is a standing item on the MERC agenda, however, these issues should be discussed at the local level as well.

OSAP(Ontario Student Assistance Program) IT Renewal Project

At our meeting in September, management could not provide any details about the scope of this project as the management team had not been selected to date. This is a standing item on the agenda, however, being from Thunder Bay's Student Support Branch, I can advise you that a roll-out of this project took place on November 15, 2004 in Thunder Bay. The Project Director is Lynn McWilliams from Toronto. Two other management positions are yet to be filled. This project is about the expiration of our computer system and replacing it with a system that meets current government standards. This is a four year project. The Thunder Bay office has had a second meeting on November 26, 2004, so staff could be provided with updates and openly ask questions. Staff have also been advised that there will be internal developmental positions as this project moves along. The Local ERC will be provided updates on a monthly basis, and the manager of the Branch committed to having all staff meetings throughout the life of the project. This item is also a standing item on the MERC agenda.

Exemption Test Agreement

Management provided a copy of the Seat Purchase template agreement which must be signed by each college. A copy of this is in your package. As this item is currently part of a Policy grievance, it cannot be discussed at the table. With respect to the grievance, the grievance was denied at Stage 2 and is awaiting an arbitration date.

Sophia Ambrose- Interim MERC Chair January 5, 2005