

**MEMORANDUM**

**OPSEU**

**TO:**

All Presidents with members in the Ministry of Health and Long-Term Care



All Stewards in the Ministry of Health and Long-Term Care

**SEFPO**

**FROM:**

Terry Baxter, OPS Supervisor/Negotiator

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

**DATE:**

June 7, 2004

**SUBJECT:**

**The Ministry of Health and Long-Term Care ERC Minutes  
June 18, 2003**

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

Please post or otherwise make them available to the members in your workplaces.

Also attached is a MERC referral form, which should be used when referring unresolved local issues to the ministry level. The referral should be sent care of the our Job Security Unit with all the supporting documentation, (e.g. minutes, correspondence, etc.), with any referrals.

**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,

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Leah Casselman  
President

/cf  
att.

cc: MERC Chairs  
Ministry ERC

Terry Baxter  
OPS Sector Supervisor/Negotiator

**MINISTRY OF HEALTH and LONG-TERM CARE  
EMPLOYEE/EMPLOYER RELATIONS COMMITTEE (MERC)  
MEETING MINUTES #109**

Date: Wednesday June 18, 2003  
 Location: 7<sup>th</sup> Floor Boardroom, 56 Wellesley  
 For OPSEU: Sandra Noad, Sandra Edwards, Tony Morabito, Jagdish Gheewala, Judith Marion (OPSEU Job Security Officer)  
 For the Employer: Nick Paul, Jim Jack, Marjorie Wilcox, Neil Campbell  
 Regrets: Dorothy Mahoney, Dennis Helm, Brenda McCauley, Fred Rusk  
 Guests: Gary Lawrence, Marg Simmons

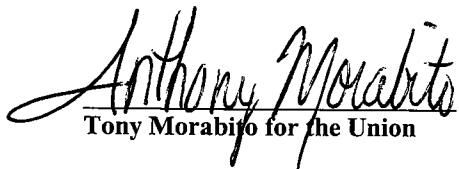
NOTE: MERC meeting minutes are also available electronically on the Ministry intranet webpage:  
<http://intra.moh.gov.on.ca/>  
 click on "Human Resources" intranet  
 click on <http://hrb.moh.gov.on.ca/>  
 click on "For staff", then click on "7. Employer/Employee Relations"

ISSUE	DISCUSSION	ACTION REQUIRED
MERC General  Minutes	Minutes March 9 were signed. All minutes up to and including March will be posted on the webpage. There was a discussion of the April minutes.	Finalization of April minutes
<u>HOSPITALS</u> Provincial Psychiatric Hospitals (PPH)	No decision has been made in respect of Penetanguishene. No dates have been set for set for divestment of North Bay or Whitby. St. Joseph's Health Care Group will operate Lakehead PPH commencing Monday June 23 <sup>rd</sup> .  The union inquired about Whitby's status post divestment. The ministry replied that no decisions had been made but consideration is being given to a public hospital operating Whitby or Whitby having its own board. The union asked when a decision would be made about Whitby. The ministry replied that it was unable to predict when a decision will be made.	Ministry update
Attendance Support Program	The union said that greater flexibility is required in the application of the Attendance Support Program. The agreement between the union and the Employer was given as an example. The ministry reminded the union that the program was corporately mandated and therefore the ministry discretion was limited. The union will refer this issue to the CERC.	

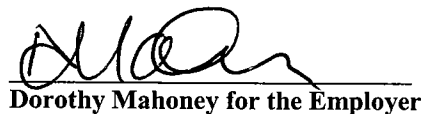
ISSUE	DISCUSSION	ACTION REQUIRED
<u>REGISTRATION AND CLAIMS AND OTHER PROGRAMS</u> Reclassification of Positions	On June 13, new position descriptions were delivered to HR for classifying. The ministry did not know when a result would be known. The union asked if there were any bilingual outreach workers. The ministry agreed to provide further information before the August meeting.	Ministry update
Uniforms for outreach staff	The ministry said that it will not be providing uniforms.	
Kingston – 49 Place D'Armes	Results of recent tests were discussed at a town hall meeting on June 17 <sup>th</sup> .	
Vacation roster at Hamilton	This concern has been resolved.	
Bargaining unit work	The union is concerned that managers in the London office have been doing bargaining unit work. The ministry will investigate.	Ministry update
<u>EMERGENCY HEALTH SERVICES</u> Compass Cameras	The ministry is awaiting BPA funding approval before determining the timing and location of a trial site.	Ministry update
Hotel accommodation when training and CME Training Day.	Some employees have concerns about the safety of the hotel accommodations. The union asked that accommodation be moved to Jane and Highway 7 for future sessions of ARIS training. The Ministry to investigate.	Ministry update
Ergonomic chairs	The Union believes that there needs to be a greater number of small chairs. The Ministry to review.	
Part-time contracts.	All contracts are for 40 hours per week. The union expressed a concern about how this fit with 12 hour shifts. The ministry will review the use of unclassified staff in the CACCs.	Ministry update
Update IBI Report	Phase 1 has been completed. The ministry is waiting for BPA funding approval to commence phase 2.	
<u>LABORATORY SERVICES</u> Unfair treatment of the D.A.S.H area	Management met with the employees in April and several new procedures were identified. The union expressed concern that Jagdish Gheewala was not invited. The ministry apologized for the oversight. A follow-up meeting will be held. Mr. Paul and Mr. Gheewala will discuss the scheduling of this meeting.	Joint update
<u>MINISTRY WIDE ISSUES</u> Employee security checks	There was nothing new to report. The parties are waiting for the policy grievance to be heard.	
SARS: Employee issues	There was a brief discussion but no ministry specific concerns arose.	Ministry update
Accommodating injured workers	The union asks for greater involvement when developing accommodation plans. They believe that union involvement will enhance the quality of plans and their support by other employees.	Further discussion
Joint Training	Glennie Mercer will be invited to the August meeting to discuss design of a joint workshop.	Ministry update

ISSUE	DISCUSSION	ACTION REQUIRED
Surplus – Update	The ministry provided the required reports. The Union advised its dissatisfaction at receiving information concerning the Lakehead divestment late and requested the Ministry provide such information in a more timely fashion.	
<b>New Issues</b>		
<u>REGISTRATION AND CLAIMS AND OTHER PROGRAMS</u> Lateral transfers	A specific case was raised as an example of the union's concerns about lateral transfer practices. The program area will review the case. The union asked for copies of any ministry policies or directives relating to lateral transfers. The union's view is that lateral transfers should be granted wherever possible.	Ministry update
MTO involvement with health cards.	The union asked about any intention to have employees of other ministries involved in the issuing of health cards through common counters. The ministry replied that this has been discussed. The Union expressed its concern that such a practice would raise additional security issues.	
Bargaining unit work	The union expressed concern about the loss of bargaining unit work as a result of a Health Planning Branch reorganization. The union believes that Assistive Devices has transferred Senior Assessor work into AMAPCEO positions. The union provided documents relating to its concern. The ministry will review and discuss with representative before August meeting.	Ministry update
<u>HOSPITALS</u> Penetanguishene union management relations	The union provided a letter from the local to the hospital administrator identifying concerns and withdrawing from all local joint committees, except health and safety. The ministry and the union agreed that constructive local relations was the desire of both parties and agreed to work together address the problem at Penetanguishene.	Joint update
Purchase service agreements (North Bay PPH)	The Union has put the local employer on notice regarding the security issue of the purchase service agreement on the Forensic Program. The Union believes that this is the work that the RPN's perform which is part of their forensic allowance. The Union wants the employer to convert the security and monitoring jobs on the Forensic program into bargaining unit work.	
Bed Closures	The union asked for a copy of MOHLTC 2003/2004 Hospital Business Planning Brief North Bay Psychiatric Hospital. The ministry will review the union's request.	Ministry update
<u>LABORATORY SERVICES</u> Orillia job specifications	Some employees at Orillia work a combination of clerical and laboratory attendant duties. Employees believe that the balance of the work has shifted. They asked for a copy of their job specification but apparently local management refused. The ministry will investigate.	Ministry update
Use of telephones at Orillia	Apparently, local management has ruled that telephones can only be used by staff in case of an emergency. The ministry will investigate.	Ministry update
Holiday Pay	Orillia employees apparently are not getting the option of taking another day off when they work a statutory holiday. The Ministry will investigate.	Ministry update

ISSUE	DISCUSSION	ACTION REQUIRED
<u>EMERGENCY HEALTH SERVICES</u> Owen Sound Fire Department, first call	The union brought to the ministry's attention concerns about tiered response in Owen Sound.	
Special Wages	The union advises the ministry of a concern they had that transfer payment employees and AMAPCEO staff were used to perform Communication Officer duties in the Mississauga CACC. The Ministry agreed to investigate.	Ministry update
Wages when called into a meeting on a day off	The union expressed concern that members in Oshawa had not been paid appropriately when required by local management to attend a meeting. The ministry will investigate	Ministry update
Niagara RFP	The union expressed concern that the requirements for anyone bidding on the Niagara RFP exceed current ministry practices. The union asked that staffing and wage issues in the CACCs be addressed immediately. The ministry reminded the union that wages were outside the ministry's authority to negotiate and that the ministry's ability to increase staff was contingent upon BPA funding approval.	
Footwear policy at Georgian	The union asked why members could not wear open toed shoes on causal day.	Ministry update
Communication Officer 3	The union argued that more extensive use should be made of the CO 3 class, specifically that whenever the regular CO3 is absent, he/she should be replaced	
<u>MINISTRY WIDE ISSUES</u>		
WDHP training	The Union asked if there was a corporate policy for the Ministry of Health and Long Term Care. If that corporate policy addresses mandatory training for all Managers and Bargaining Unit employees? Was this training distributed and presented in a consistent manner throughout the Ministry? The union suggested that his should be a joint Union and management initiative.	Further discussion
Work place stressors and EAP	The union spoke about the stressors in the work place. The union asked that the employer assure that all employees were informed about the services of employee assistance providers.	Ministry update
Use of the results of previous competitions and area of search	The union expressed concern that the ministry has been inconsistent in its making use of the results of previous competitions. The union raised several specific instances where it believed that area of search had been manipulated. The ministry will investigate the specific instances.	Ministry update
Student Pay Rates	The parties discussed student pay rates. Both the Union and the Ministry agreed that student pay rates are a corporate issue. The union indicated its intention to take the issue to CERC and the management did not object.	

  
Tony Morabito for the Union

Dec. 11/03  
Date

  
Dorothy Mahoney for the Employer

Dec 11/03  
Date



# FOR MERC ACTION

Strategic Action from Local Employee Relations Committee  
(to be used when an issue is not resolved at LERC table)

Ministry:

Workplace Location:

Local #:

**Please use a Separate Form for Each Unresolved issue.**

- ✓ Please include the specific details about the issue.
- ✓ Provide any documentation that may assist the discussion at your Ministry Employee Relations Committee (MERC).

Is the issue related to (please ✓):

- |                          |  |                          |                                 |
|--------------------------|--|--------------------------|---------------------------------|
| <input type="checkbox"/> | Job Security and Article 20                              | <input type="checkbox"/> | Reasonable Efforts - Divestment |
| <input type="checkbox"/> | Employer's Corporate Initiative and work re-organization | <input type="checkbox"/> |                                 |
| <input type="checkbox"/> | Enforcing the Contract                                   | <input type="checkbox"/> | Contract Interpretation         |
| <input type="checkbox"/> | Health and Safety  |                          |                                 |
| <input type="checkbox"/> | Other: (please identify)                                 |                          |                                 |

Statement of the Issue:

The Resolution sought by your Local Employee Relations Committee (LERC):

Date Issue was declared unresolved by your LERC:

Is the Relevant material attached?      Yes  No

LERC Minutes dated:

Correspondence. Please list:

**Local ERC Member Contact**

Name:

Home #:

Address:

Work #:

