

MEMORANDUM

OPSEU



SEFPO

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

TO: All Presidents with members in the Ministry of Finance
All Stewards in the Ministry of Finance

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: November 19, 2004

SUBJECT: **Ministry of Finance**
ERC Minutes – October 14, 2004

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:

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Leah Casselman
President

/ms
att.

cc: MERC Chairs
Ministry ERC

Terry Baxter
OPS Supervisor/Negotiator

MINISTRY OF FINANCE & ONTARIO PUBLIC SERVICE EMPLOYEES' UNION

MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING

33 KING STREET WEST, OSHAWA

October 14, 2004

For the Ministry

Dieter Hogaboam

Peter Deschamps

Pamela Sebestyen

Guests: Colin Andersen

Laura Bryce

Regrets: Allyson Thompson (Co-Chair)

Helen Ecker

Mark Grimsditch

For the Union

Kathleen Demareski (Co-Chair)

Maurice Gabay

Pat Schillmore (Job Security Officer)

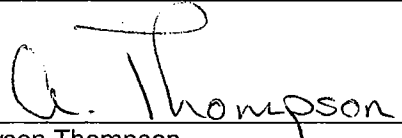
Regrets: Bob Walraven

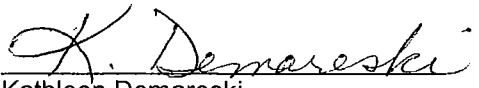
Agenda Item	Date Tabled	Issue	Follow-Up/Action
1. Minutes of Previous Meeting		Minutes of the meeting held on June 10, 2004 were signed August 31, 2004 (Due to vacation schedules the minutes were not signed within the timeframes stipulated in the Memorandum of Understanding).	
2. Notifications		The Union was provided with the following notifications since the last meeting: <ul style="list-style-type: none"> - FSCO cancellation of Expert Evaluation Network and review of credit union regulation with Deposit Insurance Corporation of Ontario, June 25 - Central Agency Cluster Hiring Initiative, June 28 - FSCO Reorganization, August 3 - Tax Revenue Division Budget Initiative Hiring, August 18 - FSCO Staff Survey, August 24 - FSCO Cancellation of Designated Assessment Centres, October 1 	
3. Business Arising From the Minutes	Sept/02	<p>A) Reports</p> <p>Unclassified Conversions</p> <p>Management advised that there were 8 unclassified conversions since the last meeting, all in the Collections and Compliance Branch.</p> <p>Surplus List</p> <p>Three employees at the OAG 9 level in ROCSB were provided with pre-notice on September 29 as a result of the cancellation of the Permanently Physically Disabled</p>	

Agenda Item	Date Tabled	Issue	Follow-Up/Action
	<p>March/04</p> <p>March/04</p> <p>June/04</p> <p>June/04</p>	<p>awards ceremony is expected to take place later this calendar year.</p> <p>The Union inquired whether employees attending the ceremony would be granted time-off with pay to do so. Management confirmed that employees attending the ceremony would be paid to do so and would not have to use leave credits.</p> <p>vi) LERC Training</p> <p>A conflict management trainer has been retained and the agenda is being finalized for a joint training session to be provided to the London/Kitchener LERC team members, with participation from the MERC Co-Chairs. It is expected that the training will be held in November.</p> <p>The parties confirmed that they are still developing joint-training that will be rolled out to all 14 LERCs in the future.</p> <p>vii) Summer Students</p> <p>As the tip sheet was received by the Ministry after summer student hiring was completed, it did not make sense to distribute it this year. The Ministry will distribute the tip sheet to all line managers hiring summer students, in March 2005, before the commencement of summer student hiring.</p> <p>viii) Employee Assistance Programme (EAP)</p> <p>The new OPS-wide vendor for EAP services is FGI. The contract with FGI has been in place for Finance employees since August. While the change was communicated to staff at the time, brochures/wallet cards will be distributed to staff in the near future. The telephone number for the new EAP provider is 1-800-268-5211 and the website address is www.fgiworldmembers.com.</p> <p>Should employees encounter a problem with the EAP they are encouraged to contact the MERC Co-Chairs or their Human Resources Consultant to discuss the problem. Unresolved issues will be brought to the MERC table.</p> <p>ix) OPS Ideas Campaign</p> <p>Management advised that the previous minutes were in error with respect to sharing Finance specific ideas with the MERC. Management will not provide a list of ideas reviewed by the Ministry, but will share the ideas that will be implemented with the MERC, in a timely fashion, before they are implemented.</p> <p>The Union expressed concern with Management's change in position from the previous minutes. The Union advised that several other Ministries have provided this information to their MERCs including Health, Natural Resources, Transportation, Consumer and Business Services, and Labour. The Union advised that the matter would be raised corporately.</p>	<p>Management to distribute tip sheet to managers hiring summer students in March 2005.</p> <p>Management to investigate matter further and review union concerns.</p>

Agenda Item	Date Tabled	Issue	Follow-Up/Action
	June/04	<p>x) Joint MERC Communications</p> <p>In response to a Union proposal made at the last MERC, Management responded that this could be a positive initiative, but is interested in hearing more information from the union about what is intended in terms of the type of initiatives and the method of communicating jointly.</p> <p>The Union advised that joint communications would clearly state that they are being sent on behalf of the MERC.</p> <p>Management advised that the parties will need to discuss the matter further.</p>	<p>Co-Chairs to discuss the matter further.</p>
<p>3. New Business</p>	<p>Oct/04</p> <p>Oct/04</p> <p>Oct/04</p>	<p>i) Ontario Works</p> <p>As of October 10, 2004, there were 8 Ontario Works placements within Finance: 2 operations unit assistants in Corp Tax; 1 field audit assistant in Corp Tax; 5 general office assistants in London.</p> <p>The listing was provided to the Union.</p> <p>The Union inquired as to whether the placements are ongoing; whether they vary and change; and whether placement forms are copied to the OPSEU Job Security Officer when placements are implemented.</p> <p>Management responded that they will confirm the answers to the Union's questions and advise them of the answers at the next MERC meeting.</p> <p>ii) Tax Administration Improvement Team (TAIT)</p> <p>The Union provided Management with a list of HR issues raised at the TAIT and inquired if the MERC was the appropriate forum to raise HR matters identified through the TAIT. Management responded that the process currently in place is for HR issues raised through the TAIT to be referred to the TAIT contact in Human Resources. The issues are then referred to the appropriate area for consideration. The MERC would be an appropriate forum for the union to raise any issues not resolved satisfactorily through this process and that are not more appropriately matters for collective bargaining..</p> <p>The Union indicated that they would take this information under advisement..</p> <p>iii) Tax Revenue Division Hiring</p> <p>The status of the hiring initiative was shared with MERC Co-Chair on August 18, 2004 and a memo on the matter was sent to all TRD staff on August 20, 2004 from the Director of the Transition Project Office). Jobs will be advertised as both</p>	<p>Management to confirm the answers to the Union's questions and advise them of the answers at the next MERC meeting.</p>

Agenda Item	Date Tabled	Issue	Follow-Up/Action
	<p>Oct/04</p> <p>Oct/04</p> <p>Oct/04</p>	<p>restricted and open, depending upon the circumstances of each vacancy. Postings have already begun.</p> <p>The Union inquired where the jobs have been posted, and whether the competitions are still open or have closed already. Management responded that some jobs have been posted in the newspaper, however many of the audit-related positions were posted internally. Some of the competitions are still open and some have recently closed.</p> <p>iv) Lock-up at the Frost Building</p> <p>The Union advised that members had been concerned about the lock-up at the Frost building. Management responded that the lock-up is not unusual and is due to the preparation of the Fall Economic Statement.</p> <p>v) Special Case Submissions</p> <p>As a result of Ministry of Finance specific issues that have arisen at MERC in recent years, the Union presented the Employer with three "Special Case Submissions" regarding the following topics: Reimbursement of Professional Fees for Ministry of Finance Employees; Office Administration Classification Standards Dated December 31, 1985; Special Investigators Financial Officer 5 (FO5) Administrative Category. The Employer will review the case submissions and will respond at the next MERC meeting.</p> <p>vi) Deputy Minister Attendance at MERC</p> <p>The MERC team requested the attendance of the Deputy Minister, Colin Anderson, in order to discuss the goals and objectives of the team over the next few years. A number of issues of mutual interest were discussed. The Deputy thanked the MERC members for their hard work.</p>	<p>The Employer will review the case submissions and will respond at the next MERC meeting.</p>
Next Meeting		December 8, 2004	


 Allyson Thompson
 Management Co-Chair
 Nov 12/04
 Dated


 Kathleen Demareski
 Union Co-Chair
 Nov 12/04
 Dated



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"/> 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 #:

**FORWARD to: OPSEU Job Security Unit, 100 Lesmill, Toronto, Ontario M3B 2P8
Fax: (416)448-7462**

