

MEMORANDUM

OPSEU



SEFPO

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

**TO:** All Presidents with members in the Ministry of Tourism and Recreation  
All Stewards in the Ministry of Tourism and Recreation

**FROM:** Terry Baxter, OPS Supervisor/Negotiator

**DATE:** March 14, 2005

**SUBJECT:** **Ministry of Tourism and Recreation  
ERC Minutes – October 29, 2004**

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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:

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Leah Casselman  
President

/jm  
att.

cc: MERC Chairs  
Ministry ERC

Terry Baxter  
OPS Supervisor/Negotiator

**Ministry of Tourism and Recreation  
MERC MEETING MINUTES  
October 29, 2004  
400 University Ave., 5<sup>th</sup> floor**

**Attendees (for the Employer):** Michael Langford (Meeting Chair), Nancy Navkar (Advisor-absent); Joanne Benard

**Attendees (for OPSEU):** Lisa Herrmann (Co-Chair), Barry Wolframe, Allison Kabayama (OPSEU Rep)

**Meeting Recorder:** Cathy Luna (Human Resources Consultant)

**Guest(s):** N/A

**1. MINUTES: Review of Meeting Minutes (July 9, 2004)**

- Minutes outstanding

**2. BUSINESS ARISING:**

**a) Terms of Reference:**

- Re-ordered clauses in July 2004
- **Action required:**

**b) Program Review:**

- Nothing to report.
- **Action required:** Remove from agenda and management will provide an update when available.

**3. NEW BUSINESS:**

**a) Health and Safety Committee (900 Bay St)**

- The Employer indicated a desire to establish a committee at 900 Bay Street (Toronto).
- **Action required:** Lisa to follow up with members and identify any individuals who are interested.

**b) Discipline and Dismissal Procedures (Students seasonal workers)**

- Union highlighted the rights afforded to students under the collective agreement.
- Union encouraged the Employer to highlight performances deficiencies with the employee as soon as possible so that improvement can be made.
- Union wants to help managers in setting up a cooperative culture with stewards/OPSEU
- **Action required:** Remove from agenda.

**4. NEW BUSINESS:**

- OPSEU indicated that they would not be participating in/attending MERC meetings until such time as bargaining is concluded.
- Barry Wolframe is retiring as of December 31, 2004. The committee wished him well.
- The OPSEU divisional meeting will be held on January 22/23, 2005

Next meeting date is: To be determined

For the Union:

*Lisa Heumann*

Date:

*March 1/05*

For Management:

*Michael Longwell*

Date:

*March 8/05*



# 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:  
Address:

Home #:  
Work #:

FORWARD to: OPSEU Job Security Unit, 100 Lesmill, Toronto, Ontario M3B 2P8  
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