

MEMORANDUM

OPSEU



SEFPO

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

TO: All Presidents with members in the Ministry of Community & Social Services, Ministry of Children's Services

All Stewards in the Ministry of Community & Social Services, Ministry of Children's Services

FROM: Terry Baxter, OPS Supervisor

DATE: August 19, 2004

SUBJECT: **Ministry of Ministry of Community & Social Services, Ministry of Children's Services – Subcommittee on Ontario Disability Support Program – (ODSP) ERC Minutes – February 17, 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.

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AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,

Leah Casselman
President

Terry Baxter
OPS Supervisor/Negotiator

/ms
att.

cc: MERC Chairs
Ministry ERC

“CONFIDENTIAL TO LABOUR RELATIONS”

1.0 PREVIOUS BUSINESS:

1.1 Prior Minutes

Review of amended minutes regarding September, October, November and December of 2003 for approval and sign-off by the co-chairs.

2.0 BUSINESS ARISING

2.1 SDMT Ergonomic Assessment

Maxine Daley provided an update of the SDMT ergonomic assessment.

- The assessment team has been to SAMO on one occasion to review SDMT within the PTE environment.
- The Union asked if the assessment team had a chance to observe an intake interview.
- Management noted that the assessment team was able to observe a self-referral intake interview.
- The assessment team needs to do more work within the PTE to review the Intake procedures.
- A final report is expected by March 31, 2004.

2.2 Available Program Statistics

Management provided updates on the following:

- The Social Assistance Digest is available for distribution.
- The DAU statistics are compiled manually so they will be made available at the March 2004 meeting.

Action Item: Extend an invitation to Joan Ingratta, DAU Manager of Special Projects, for a DAU update at the March 2004 meeting.

2.3 MSN Focus Group Meeting Update

- The Union inquired about the ability of staff to maintain the significant increase in workload and volume of MSN.
- Management indicated that the MSN activities were meant to peak, which has not yet happened.
- The Union inquired about the reinstatement of a travel log to insure program accountability/integrity.

“CONFIDENTIAL TO LABOUR RELATIONS”

- Management indicated a roll up of the MSN teleconference will be provided. The delay of completing the MSN is problematic when the 24-hour time frame as outlined in the standards is not being met.

2.4 Joint Problem Solving Process

The process is not moving along as well as expected. It should be completed by the end of March 2004.

The Union reports that the delay in getting agreement from Management for the JPSP recommendations could in itself derail the work and potential benefits of the JPSP. As well the Union indicates that numerous grievances were held in abeyance pending this agreement.

2.5 SDMT Performance Review

The Union inquired about the I & IT Cluster performance review completion date and availability of the report.

Management indicated the following:

- I & IT Cluster performance review team has been to a number of OW and ODSP sites.
- The I & IT Cluster's statistics show that performance has improved dramatically, however feedback from the field appears to be incongruent with the I & IT Cluster's findings.

Action Item: *Extend an invitation to the I & IT Cluster to provide an update of the SDMT Performance Review.*

3.0 NEW BUSINESS

3.1 Data Archive

Management provided the following update:

- The SDMT involves lines of code that has to be removed and made available in a different format e.g. CD-ROM is one option being considered.

Action Item: *Extend an invitation to Mike Morley, Manager, Service Delivery Model (SDM) to provide and update at the March 2004 meeting.*

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3.2 Fiscal 2004 – 2005

The Union highlighted the following concerns:

- Given that we are close to the end of the fiscal year 2003-04 and given that the government is reviewing its priorities for 2004-05, the Union requests that serious consideration be given to providing adequate resources to ODSP. The program cannot continue to be administered under the original model design as it relates to staffing levels. Furthermore, the ongoing fiscal restraints imposed by the past and present governments have meant a continued decline in staffing resources within ODSP.

3.4 New Program Initiatives and Changes (Standing Item)

- Management indicated the Provincial Auditor would conduct an ODSP Program Review of the Central West Region after the Toronto Region.
- The Union inquired about the number of regions the Provincial Auditor will be expected to conduct program reviews.
- Management indicated there are usually three regions reviewed during a program audit. The Provincial Auditor's report is expected in December 2004.

3.5 Review of January 2004 Minutes

4.0 MEETING ADJOURNED

Next meeting is tentatively scheduled for March 16, 2004 at 10:30 A.M. at 2 Bloor Street West, 11th Floor Boardroom.

Appendices: Appendix A – Human Resources Branch, Managers' Checklist for New Employees.

Approved on May 18 2004 by: _____


Marni Campbell
Management Co-Chair


Pam Smith
Union Co-Chair

OPSEU



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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"/> | Contract Interpretation |
| <input type="checkbox"/> | Enforcing the Contract | <input type="checkbox"/> | |
| <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**

