

MEMORANDUM

TO: All Presidents with members in the Ministry of Attorney General
All Stewards in the Ministry of Attorney General

FROM: Brian Gould, OPS Supervisor/Negotiator

DATE: June 5, 2008

SUBJECT: **Ministry of Attorney General ERC
Minutes – February 12, 2008**

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

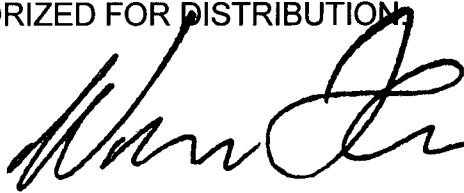
Please post or otherwise make them available to the members in your workplaces.

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

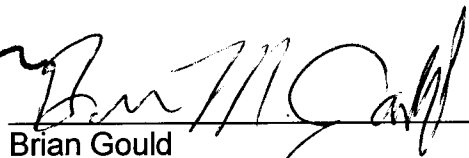
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION

IN SOLIDARITY



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor/Negotiator

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att.

cc: MERC Chairs
Ministry ERC

MERC MINUTES

Ministry of the Attorney General

MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING (MERC)

February 12th, 2008

10:00 p.m. – 2:30 p.m.

31 Wellesley Street East
Toronto, Ontario

CHAIR: MANAGEMENT

For the Union

Julie Weber (Co-Chair), OPSEU Local 228
Brenda Clapp, OPSEU Local 710
Paul Myers, OPSEU Local 526
Judith Marion (OPSEU Job Security)

For the Ministry

Valerie Neville (Co-Chair), CSMD
David Senik, Family Justice Services Division
Shaun Joy, Court Services Division
Beverly Leonard, Court Services Division

Regrets:

Karen Pashleigh, Director, Human Resources Branch, Corporate Services Management Division
Rosalie Reis, Manager, Legal Services Division

Recorder:

Rosaline Bkila

Guests:

Barbara Ross, Human Resources, CSMD
Sue Dunford, Human Resources, CSMD
Jared Friesen, Human Resources, CSMD

Agenda Item	Issue	Follow-Up/Action
STANDING ITEMS:		
Conversion	<p>a) <u>Article 31A..15 – Conversion of Unclassified Positions to Classified Positions</u></p> <p>Report was provided to the Union.</p> <p>b) <u>Appendix 25 – Conversion of Unclassified Staff to Flexible Part-Time Employees:</u></p> <p>Report was provided to the Union.</p>	

<p>MAG Update</p>	<p><u>Courts Services Division</u></p> <p><u>Court Interpreters</u> The court interpreters Request for Proposal (RFP) process is moving forward, but a vendor has not been announced. Ministry has received and evaluated submissions from vendors.</p> <p><u>Family Justice Services Division</u></p> <p>Management provided report back summary on Office of the Public Guardian and Trustee (OPGT) investigation. OPGT investigation is still ongoing, and additional financial controls and administrative procedures will follow.</p> <p><u>Legal Services Division</u></p> <p>No update.</p>	
<p>Vacancy Reports</p>	<p>Reports to follow.</p>	<p>Management to provide reports.</p>
<p>Enforcement Program</p>	<p>The majority of enforcement officers in the province have been trained and Management advised that the training was successful and it has received positive feedback. Additional training will be provided in the 4th quarter for new hires.</p>	

Local Employee Relations Committees	A spreadsheet listing members and contact information for all LERCs in the province was provided to the Union.	
Joint Health and Safety Committees	Management advised that the list of JHSCs is underway. The list will be provided to the Union.	Management to share JHSC list with the Union once completed.
Workload issues - Brampton	<p>Management advised that local managers have been monitoring the situation and are taking steps to address this issue. Local managers will continue to monitor this issue for an additional 4 months, and during this time, staff are encouraged to raise any issues at the local level so that they can be addressed immediately.</p> <p>Union advised it has concerns regarding the timeframes with addressing the workload issues at Brampton.</p>	Management have discussed with local managers and gathered further information on the action plan. The Union has been updated.
Article 1.4	Parties agreed that the reports would be sent electronically to the OPSEU disclosure e-mail address on a monthly basis.	
FPT Seniority List-scheduling	Report was provided to the Union.	Remove from agenda.

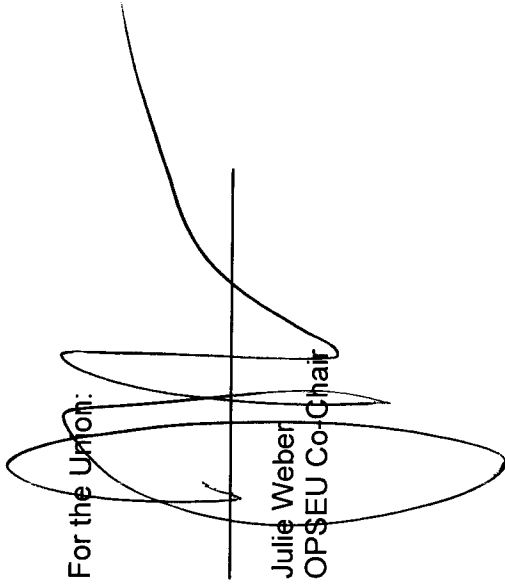
Criminal Injuries Compensation Board (CICB) – Ombudsman’s Report	<p>Two OPSEU-represented employees were relocated to 250 Dundas St. West, 4th floor permanently. Delays caused the move to be pushed back to December 10, 2007. All other CICB staff are not affected by the move, and will remain at 429 University during the reconfiguration that is slated for January or February 2008.</p> <p>With regard to recruitment efforts as per the Backlog Reduction Strategy, the CICB has been working to fill 22 positions competitively, 14 of which are OPSEU represented. The OPSEU-represented positions are in varying stages of recruitment.</p>	<p>Management to provide a report back once available.</p>
REPORT BACK ITEMS:		
Terms of Reference – MERC/LECs	<p>Management to review draft Terms of Reference.</p> <p>Management and the Union encourage LERCs to review the MERC Terms of Reference once they have been finalized as a template for their own local terms of reference.</p>	<p>Management to review Terms of Reference for discussion with Union.</p> <p>Management and Union to finalize terms of Reference for MERC.</p>
Windsor Health and Safety Issue	<p>Additional issues have not been raised.</p>	<p>Remove from agenda.</p>
Audit-Justice Sector	<p>Provincial Auditors are currently in courts and in OPGT conducting audits. Management has provided the Union with ongoing disclosure throughout the process.</p>	<p>To be standing item.</p>
Agency Cluster Pilot Project	<p>Information was provided to OPSEU on October 23, 2007.</p>	<p>Management to report back on results of the pilot project.</p> <p>Remove from agenda.</p>

I&IT Consolidation	Corporate Disclosure was provided to the Union. Consolidation to be completed by March 31, 2008.	
Newmarket-Conversion Report Request		Remove from agenda.
LERC Referral from 393 University – Access to computers	<p>Union raised concern with employees not having access to WIN to confirm their attendance. Local management is taking steps to look at solutions to address this concern and will report back to staff at LERC regarding action plan.</p> <p>Management advised that staff receive periodic automatic printouts from WIN. Staff could review these printouts and advise their managers of any errors. Staff with limited access to computers could also monitor errors with their pay stubs, as they continue to receive paper pay stubs.</p>	<p>Refer back to 393 University LERC.</p> <p>Remove from agenda.</p>
LERC Referral – Barrie Courthouse	Union raised concern that unclassified staff are utilized more so than classified staff at the Barrie Courthouse. Management stated that Appendix 33 is a corporate initiative and the Ministry continues to remain committed to a more classified workforce.	Remove from agenda.
Sudbury – Work of Client Service Representatives - downloaded onto Courtroom Clerks	Management advised that more information was required to respond to this issue.	Union to provide additional information.
OPGT – Change in duties	Management provided a report back summary to the Union.	Remove from agenda.

Ministry's Court Reporting Review	Review team has received feedback from OPSEU and the Ministry, and will incorporate this feedback when generating recommendations. The review team will contact OPSEU for further discussions once recommendations have been finalized, the proper approvals have been obtained, and the review team receives direction on next steps.	
NEW BUSINESS:		
Employee Engagement Action Plan Presentation	<p>Two Human Resources representatives gave a presentation on the Employee Engagement Action Plan.</p> <p>Deputy Memo, employee engagement action plan and employee suggestion box has been distributed to staff. Action Plan listed all priorities that were highlighted by staff in the Employee Engagement Survey, and a number of priorities require staff working groups and representatives from different divisions to provide input.</p> <p>The Ministry will be working on creating a communiqué to provide information and updates to staff.</p>	<p>Union will provide a list of divisional reports it would like to be provided with.</p> <p>Management to provide specific divisional reports when requested by the Union.</p> <p>To be standing item.</p>
MAG CSR OAD08 vs. MOHLTC CSR OAD09	Management advised that the work performed by these positions has not changed. Therefore, the classification should remain the same. Management stated that this classification issue was negotiated through JESS and that the classification was determined by way of a MOS.	Remove from agenda.
Scheduling in Courts-	The employer will make reasonable efforts subject to operational feasibility to ensure employees are scheduled to work the minimum annual hours for their category. Management stated that all staff will be treated the same to ensure fair treatment in scheduling. Staff should speak to their managers regarding scheduling concerns or questions.	Remove from agenda.

JH&SC joint training - Brampton	Union is agreeable to joint training initially requested by the employer. Management advised that there is a willingness to provide training, and that clarification is needed on what type of training is being requested.	Remove from agenda.
Breach of Privacy	Union requested an update.	Management to provide update.
Request for Information-Technology and Equipment in courts	Union requested an update.	Management to provide update.
Results Based Planning	Union requested an update. No decision has been finalized at this time.	Management to provide update.
Welland Court-Seniority for Court Reporters	Union requested an update.	The seniority list is provided to the Union semi-annually.
720 Bay Security Issue	Union requested an update.	Management to provide update.
New MERC dates	April 1, 2008 June 3, 2008 September 30, 2008 November 6, 2008	

For the Union:

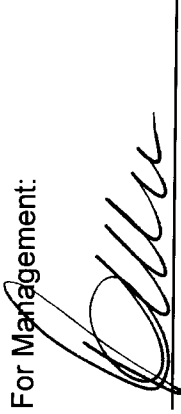
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Julie Weber
OPSEU Co-Chair

Date:

June 3/08

For Management:

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be 'Valerie Neville'.

Valerie Neville
Management Co-Chair

Date:

June 3/08