

MEMORANDUM

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

FROM: Ruth Hamilton, OPS Supervisor

DATE: June 7, 2011

SUBJECT: **Ministry of the Attorney General
ERC Minutes – June 2, 2011**

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 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,



Warren (Smokey) Thomas
President



Ruth Hamilton
OPS Supervisor

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att.

cc: MERC Chairs
Ministry ERC

MERC MINUTES

Ministry of the Attorney General

MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING (MERC)

June 2, 2011

10:00 a.m. – 4:00 p.m.

At 3rd Floor CSD Divisional Boardroom, 720 Bay St., Toronto, Ontario

CHAIR: Employer

For the Union

Julie Weber (Co-Chair), OPSEU Local 228
Shelley McCormick (Vice-Chair), OPSEU Local 526
Helen Haggith, OPSEU Local 154
Jim Jurens, OPSEU Local 526
Judith Marion (OPSEU Job Security)

For the Ministry

Valerie Neville (Co-Chair), HR-SBU, CSMD
Grace Lin, Social Justice Program Policy Division
Brian Garrah, Court Services Division
Jeffrey Stewart, Centre For Employee Relations

Regrets:

Nancy Whitney, Legal Services Branch

Recorder:

Jeffrey Stewart, Centre For Employee Relations

Guests:

Tony Ventura, Court Services Division

Susie Bridge, Court Services Division

Margaret Watson, Centre For Employee Relations

Sue Dunford

Ref #	Agenda Item	Issue	Follow-Up/Action
	STANDING ITEMS:		
1. a)	Conversion	<p>a) <u>Article 31A.15 – Conversion of Unclassified Positions to Classified Positions</u></p> <p>Management advised that there were no conversions.</p>	As a list becomes available the Employer will share it with the Union before the next meeting.
1.b)	MAG Update	<p><u>Court Services Division</u></p> <ul style="list-style-type: none"> - The Employer advised that the staff training for the <i>Court Services Division Action Plan</i> to support a Professional and Respectful Workplace will take place between July and December 2011. There will be about 25 sessions across the Province. People can attend in person or by Live Meeting. <p><u>Social Justice Program and Policy Division</u></p> <ul style="list-style-type: none"> - The Employer provided an update that approximately 330 employees transferred to MAG as part of the new Social Justice Tribunal Ontario cluster. - The Employer provided clarification regarding the Alcohol Gaming Commission of Ontario Agency employment status. <p><u>Legal Services Division</u></p> <ul style="list-style-type: none"> - No update 	<p>The Employer will provide the training information package to the Union.</p> <p>Parties to follow up with additional information.</p>

1. c)	MAG's Vacancy Reports	Management provided a report.	
1.d)	Enforcement Program	The Employer advised that there has been no change to the Deloitte risk assessments regarding enforcement officers.	The Union to follow up with specifics.
1.e)	Local Employee Relations Committees	<p>The Employer has advised that the LERC membership list has been provided at the CERC. MAG's LERC list will be shared with the Union.</p> <p>The formal joint LERC training is on hold at this time. LERCs can continue to meet without the training.</p>	Employer to follow up
1.f)	JHSCs	<p>The Employer provided the web link for the JHSCs.</p> <p>http://intra.ops.myops.gov.on.ca/cms/tiles.nsf/(vwReadPagesByRefId_Content)/whw2009.06.25.17.16.24.SXS_page?open</p>	
1.g)	Workload Issues	<p>Thunder Bay SCJ/OCJ (follow-up)</p> <ul style="list-style-type: none"> - The Employer provided an update that competitions have been posted in Nipigon for two positions. <p>Owen Sound Courthouse</p> <ul style="list-style-type: none"> - The Employer provided an update that the position was not backfilled due to operational requirements. 	<p>Remove from agenda.</p> <p>Remove from agenda.</p>
1.h)	Employee Engagement Action Plan	<p>The Employer provided an update that the Ministry level survey results are expected to be available in July.</p> <p>Each individual's survey response is strictly confidential. The Employer advised that the Ministry only has access to aggregate (summarized) data which cannot be referred back to individual responses.</p>	Employer to provide the results.

		<p>system required is Windows XP.</p> <ul style="list-style-type: none"> - The Union asked if the Employer will reimburse people for purchasing new computer equipment. - The Employer will not be reimbursing Court Reporters for updating their home equipment. The Employer's Policy does not provide for the reimbursement. 	
1.j)	Court Interpreters	<p>The Union inquired about court interpreter job postings.</p> <p>The Employer advised the Union that court interpreter job postings are based on the language requirements for that particular court location.</p>	<p>The Employer will provide an update on the recent testing of interpreters.</p> <p>Management will provide an update on the job posting.</p>
1.k)	Job Descriptions	The Employer provided an update.	
1.l)	Mass Recruitment Project	No update	Remove from agenda
1.m)	FPT Deficit Hours - Recovery	Communications on all deficit hours have been completed with individuals. All issues are being resolved on an ongoing basis.	Remove from agenda
DISCLOSURES			
2.a)	Environmental Land Tribunal – Feb 10/11	No update.	The Employer will provide an update before the next meeting.
Report Back Items			
3.a)	MAG's Diversity Plan	Presentation deferred to the next meeting.	Remain on agenda.
3.b)	Bill 168	The Employer provided an update on e-learning compliance rate for the Ministry.	Move to standing item for next meeting.

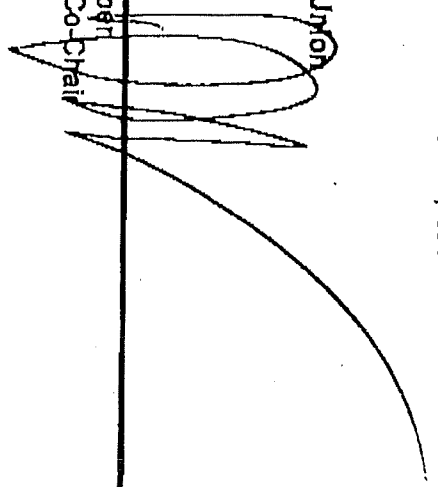
3.c)	Dryden Courthouse – Bargaining Agent Work	Deferred to next meeting	Union to follow up.
3.d)	Windsor Courthouse – After Hours Access to Courthouse	<p>The Union advised that the LERC meeting was held on May 31st, 2011, and the committee members were provided an access card protocol. The Union raised concerns about the protocol and the different hours of access for the Court Reporters. The Union requested that the Court Reporters have the same access as other court support staff.</p> <p>The Union also asked for increased access for first responders.</p> <p>The Union is requesting after hours management contact information.</p>	The Employer will follow up.
3.e)	Kenora Courthouse Pilot Project	The Employer requested that the pilot project be extended for an additional 6 months. The Ministry would like the opportunity to extend this program for the full business cycle. The Employer will be doing a review at the end of the pilot project and will share the information with the Union.	The Union to follow up before the next meeting.
3.f)	Change in per page rate for Court of Appeal Transcripts	Deferred to the meeting	The Union to follow up.
3.g)	Re-Election of FPT Benefits	The Employer provided an update.	Remove from agenda.
3.h)	Old City Hall Court – Students performing BU	<p>The Union advised that field placement students continue to do OPSEU work at this location.</p> <p>The Employer advised that the number of field placement</p>	The Employer will provide the Union with a current list of all field placement students and the names of the staff to

	work contrary to Sept 19/05 MOA	<p>students will be limited at this location. Management and staff who are assigned a field placement student will be provided with a copy of the protocol.</p> <p>Field placement students are not to be working independently.</p>	whom they are assigned at this location.
3.i)	Courtroom Security – Risk Assessments (Bill 168)	<p>The Union has asked for confirmation that the JHSCs are involved in the development of risk assessments at MAG.</p> <p>The Employer advised that the risk assessment process is underway and that the Employer will provide a more detailed update before the next meeting.</p> <p>The Union has asked for a member of the Risk Assessment team to provide a presentation at the next meeting.</p>	The Employer will follow up on the status of the review before the next meeting.
3.j)	Article 7.2.2 of the CA – Ministry Tracking	Management continues to look into a process for recording this information.	Management to follow up
NEW BUSINESS			
4.a)	Windsor Courthouse – Phones	The Union raised concerns regarding telephone issues.	The Employer will follow up.
4.b)	Hamilton Court – Local 205	<p>The Union raised concerns about:</p> <ol style="list-style-type: none"> 1) Employee Status in the Crown’s Office: <ul style="list-style-type: none"> • A grievance has been filed on this issue and therefore cannot be discussed at this table. 	Remove from agenda.

		<p>2) Request for court support staff information:</p> <ul style="list-style-type: none"> The Employer provides Corporate OPSEU with: seniority lists, vacancy lists, and FPT hours. This is not provided at a local level. <p>3) Request for regional Crowns and Crown's Office staff information:</p> <ul style="list-style-type: none"> The Employer provides Corporate OPSEU with seniority lists and vacancy lists. This is not provided at a local level. 	
4.c)	Attendance Management Policy	Management advised that the new Attendance Management Policy (April 4 th , 2011) is standard across the OPS and the threshold is 9 days.	Remove from agenda.
4.d)	Job Offer Letters to the Union	The Ministry previously provided copies of offer letters to the Union. Recruitment is now done centrally and therefore this practice is no longer being done.	Remove from agenda.
4.e)	Cash Drawers	Management advised that the cash drawers policy has been implemented as the result of an audit in order to ensure financial controllership.	Remove from agenda.
4.f)	Nipigon/Geraldton OAG 08 Position	The recruitment process to fill the OAG 08 position(s) is underway.	Remove from agenda.
4.g)	Results Based Plan	The Employer provided an update.	Remove from agenda.
4.h)	Clarification from last MERC Meeting	The Court Interpreters testing grievance has been resolved through negotiated settlement.	Remove from agenda

MERC Minutes – June 2, 2011

For the Union




Julie Weber
OPSEU Co-Chair

JUN 06 2011

Date:

For Management



Valerie Neville
Management Co-Chair

Date: June 3, 2011

Date: June 3, 2011