

## 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

**DATE:** December 14, 2009

**SUBJECT:** **Ministry of Attorney General ERC  
Minutes – September 23, 2009**

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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.

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.).

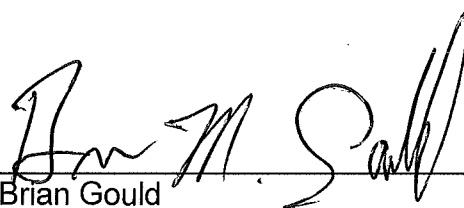
**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY



Warren (Smokey) Thomas  
President



Brian Gould  
OPS Supervisor

/kg  
att.

cc: MERC Chairs  
Ministry ERC

MERC MINUTES

Ministry of the Attorney General

MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING (MERC)

September 23, 2009

9:30 a.m. – 1:00 p.m.

At MAG HR Boardroom, 3<sup>rd</sup> Floor, 720 Bay Street, Toronto, ON

CHAIR: Union

For the Union

Julie Weber (Co-Chair), OPSEU Local 228  
Brenda Clapp, OPSEU Local 710  
Jim Jurens, President OPSEU Local 526  
Judith Marion (OPSEU Job Security)

Regrets: None.

Recorder:

Laura McCready, Centre for Employee Relations

Guests:

Sonia Faryna, HR Strategic Business Unit  
Everett Rooke, Centre for Employee Relations

For the Ministry

Valerie Neville (Co-Chair), CSMD  
Grace Lin, Family Justice/Policy Division  
Mabel Almeida, Legal Services Branch  
Dianne Aziz, Court Services Division

Ref #	Agenda Item	Issue	Follow-Up/Action
1.	<b>STANDING ITEMS:</b>		
a)	<b>Conversion</b>	<p><u>a) Article 31A.15 – Conversion of Unclassified Positions to Classified Positions</u></p> <p>There were no conversions to report. The issue of reports is being dealt with at the Central Employee Relations Committee (CERC) since this information is now maintained by the Regional Recruitment Centres.</p>	
b)	<b>MAG Update</b>	<p><u>Courts Services Division</u></p> <p><u>Court Interpreters</u></p> <p>The matter is the subject of a grievance. No report at this time.</p> <p><u>Family Justice Services Division</u></p> <p>Management advised that this is now a court matter and the Employee is no longer employed by the Ministry of the Attorney General.</p> <p><u>Legal Services Division</u></p> <p>No updates at this time.</p>	
c)	<b>Vacancy Reports</b>	<p>No report at this time. The issue of reports is being dealt with a CERC since this information is now maintained by the Regional Recruitment Centres.</p>	

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d)	<b>Enforcement Program</b>	An update on the Enforcement Program had been a disclosure to OPSEU and was again circulated at the MERC table.	
e)	<b>Local Employee Relations Committees</b>	<p>Joint training has commenced in several areas of the province.</p> <p>MERC Chairs were in support of this training and encourage LERC members who have not taken it, to do so.</p> <p>Union and Management will agree to forward the issue of conflict resolution to CERC to request additional dates.</p>	
f)	<b>Joint Health and Safety Committees</b>	The Joint Health and Safety Committees and issues concerning them will be sent to the Centre for Employee Health, Safety and Wellness for an update and will be raised at CERC.	
g)	<b>Workload issues</b>	<p>Management has responded that there is a vetting system in place to address delays.</p> <p>The office is currently at full complement and the issue has been addressed.</p> <p>The Employer is still looking into signage.</p>	

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h)	<b>Employee Engagement Action Plan</b>	<p>The Employer provided the Union with a copy of the 2009 OPS Employee Survey.</p> <p>Union requested a summary report by Division. The Union would like a MERC member to participate in any focus groups on this issue, should they occur.</p> <p>A representative will be invited to attend the next MERC to discuss the Employee Survey.</p>	
i)	<b>Terms of Reference – MERC/LERCs</b>	Management will review the Terms of Reference.	Management to report back.
j)	<b>HR Priorities 2005-2008, Report of Progress: Executive Summary</b>	No report at this time.	
k)	<b>Ministry's Court Reporting Review</b>	The matter is at the GSB. The next hearing date is October 15, 2009.	
l)	<b>Size of OPS</b>	The Premier issued a memo to all staff in the OPS indicating that the OPS must reduce in size by 5%. Some ministries will grow and others will downsize. The employer anticipates that MAG may remain constant.	Remove from agenda.

<b>Ref #</b>	<b>Agenda Item</b>	<b>Issue</b>	<b>Follow-Up/Action</b>
m)	<b>Scheduling of FPT</b>	The matter is at the GSB.	Remove from agenda.
n)	<b>Ontario Human Rights Transition Update</b>	The parties worked co-operatively and aggressively to ensure there was minimal staffing impacts.	Management to report back.
o)	<b>Aboriginal Recruitment Pilot Project</b>	Management provided the Union with an update regarding an Aboriginal law student to work with the Legal Services Division at Osgoode Hall for a period of seven weeks.	
p)	<b>Job Descriptions</b>	The HR Strategic Business Unit will provide copies of job specs that they have to the Union on an ongoing basis.	Issue to be discussed at CERC
q)	<b>Court Security Disclosure, November 6, 2008</b>	No update.	
2	<b>DISCLOSURES:</b>		
a)	<b>Disclosure - FLS Reconciliation Project</b>	French Language Services update to be provided at the next meeting.	Management to report back.
b)	<b>Disclosure – Employee Engagement</b>	Presentation to be provided at the next meeting.	Management to report back

<b>Ref #</b>	<b>Agenda Item</b>	<b>Issue</b>	<b>Follow-Up/Action</b>
c)	<b>Mentoring Program Proposal</b>	Union to respond	
d)	<b>Disclosure – Reporting Relationship change</b>	Parties reviewed the disclosures.	Remove from agenda
e)	<b>Disclosure – ILRS</b>	Management provided a report of deficit hours. The total was 1,066.87 hours for all FPT staff for the province of Ontario.  The Union requested additional information.	Management to report back.
f)	<b>Disclosure – Justice on Target</b>	Parties reviewed the disclosure.	Remove from agenda
g)	<b>Disclosure – IT in the Courts</b>	Parties reviewed the disclosure.	Remove from agenda.
h)	<b>Disclosure - VWAP</b>	The parties reviewed the disclosure.	Remove from agenda
i)	<b>Disclosure – Niagara disclosure/court operation</b>	The Union requested a copy of the review.	Management to follow up.

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3	<b>REPORT BACK ITEMS:</b>		
a)	<b>CSD Client Satisfaction Survey 2009</b>	Results will be distributed September 30, 2009. Employer will share with MERC.	Management to follow up.
b)	<b>Performance Reviews – 393 University Avenue</b>	Ministry has confirmed that performance plans for all OPSEU staff have commenced. The mid-year review will take place by October 31, 2009.	Employer to report back.
c)	<b>FPT Pay-roll issues at 393 University and full-time merit increases</b>	A template letter has been created to give to managers to provide to employees in the event there are payroll issues.  Employer to provide a copy of the template letter to the Union.	Employer to follow up.
d)	<b>Ontario Works</b>	No update.	Management to report back.
e)	<b>MOU MAG and Chief Justice of OCJ, November 1998</b>	Management will send both the OCJ and SCJ MOUs to the Union.	Management to follow up.
f)	<b>ILRS Review</b>	The ILRS review is not finalized, however, Management has developed three best practices from the review, which have been distributed to the field.	Management to report back.

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g)	<b>VWAP Volunteers doing Bargaining Unit work</b>	Management has indicated that volunteers are observing VWAP operations. The Employer to provide update on locations that the volunteers are working in and nature of work they are doing.	Management to report back.
h)	<b>Ft. Francis Court</b>	Management advised that effective June 8, 2009 a fixed-term monitor position was filled.	Remove from agenda.
i)	<b>FPT Deficit Hours</b>	Please refer to agenda item 4. d).	
j)	<b>Bradford Mould Issues</b>	Management indicated that the mould has been remediated.	Remove from agenda.
k)	<b>2008-2009 Results Based Planning</b>	No updates.	Remove from agenda.
l)	<b>FPT Issues – Dryden and 361 University Courts</b>	Issues resolved.	Remove from agenda.
m)	<b>FPT Primary Work – Thunder Bay</b>	Issue resolved	Remove from agenda.
n)	<b>L'Original Court LERC Training</b>	Deferred to next meeting for an update.	Management to follow up.

<b>Ref #</b>	<b>Agenda Item</b>	<b>Issue</b>	<b>Follow-Up/Action</b>
o)	<b>Local 205 (Hamilton) issue</b>	Update provided.	Remove from agenda.
4	<b>NEW BUSINESS:</b>		
a)	<b>Student Repayment Issue</b>	The Union requested information regarding overpayment of students in the OPS and the impacts within MAG.	Employer to follow up.
b)	<b>Attendance Support Management Pilot Program</b>	The parties reviewed the disclosure.	Remove from agenda
c)	<b>Newmarket Workload issues</b>	The Union raised issues regarding workload.	Management to follow up.
d)	<b>311 Jarvis – Classified staff working in the courtroom</b>	The Union raised concerns that court staff were being removed and replaced mid-court, contrary to practice shared at MERC previously.	Employer to follow up.
e)	<b>MAG's Diversity Plan</b>	Presentation to be provided at next MERC.	
f)	<b>Mass Recruitment Project</b>	Update was given to MERC regarding the Ministry's plan to use mass recruitment in Court Services for high turn over positions.	To be a standing item.

Ref #	Agenda Item	Issue	Follow-Up/Action
	<b>Next Meeting</b>	Thursday, December 3, 2009	

For the Union

Julie Weber  
OPSEU Co-Chair

DEC 04 2009

Date

For Management

Valerie Neville  
Management Co-Chair

Date