

OPSEU



SEFPO

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

M E M O R A N D U M

TO: All Presidents with members in the Ministry of Agriculture & Food
All Stewards in the Ministry of Agriculture & Food

FROM: Cameron Walker, Supervisor Contract Enforcement

DATE: March 11, 2004

SUBJECT: **Ministry of Agriculture & Food
ERC Minutes – December 5, 2003**

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

/ms
att.

cc: MERC Chairs
Ministry ERC

Cameron Walker
Supervisor, Contract Enforcement

MINISTRY OF AGRICULTURE AND FOOD
MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC) - December 5, 2003
Boardroom 203, 2nd Floor, 1 Stone Road West, Guelph

For Management:
 Don Taylor (Co-chair for meeting)
 Mike Toombs
 Jim Felker

Resources:
 Marilyn Everingham
 Bev Rawn

For OPSEU:
 Doug Peebles (Co-chair)
 Emily Hitchcock
 Mitch Nagel

Resources:
 Stephen George (OPSEU Representative)
Alternate Member:
 Kathleen Salazar

Don Taylor opened the meeting at 9 a.m.


AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
Additional Agenda Items WIN Update Staff Dialogues BRAVO		
<u>STANDING ITEMS:</u>		
Ad Hoc Meetings	<ol style="list-style-type: none"> 1. Sept. 8, 2003 - Reported back to Doug Peebles regarding the ministry's use of security checks. 2. Sept. 18, 2003 - Provided information to Mitch Nagel regarding Hurricane Isabella Q's & A's being sent to staff. 3. Sept. 23, 2003 - Provided Mitch Nagel with information on a WIN update being sent to staff. 4. October 1, 2003 - Provided Mitch Nagel with information regarding a memo from Don Taylor to staff re time off to vote. 5. October 7, 2003 - Provided information to Doug Peebles regarding a memo from Don Taylor to staff about political activity in the Municipal Elections. 6. October 8, 2003 - Provided information to Doug Peebles regarding WIN Version 8 Go-Live. 	

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
	<p>7. October 9, 2003 - Information provided to Mitch Nagel regarding a memo from the Deputy to staff about Workplace Discrimination Harassment Prevention Information Technology training.</p> <p>8. October 21, 2003 - Provided WIN status update information to Mitch Nagel.</p> <p>9. October 22, 2003 - Provided information to Mitch Nagel regarding a delay in pay stub distribution.</p> <p>10. October 23, 2003 - Information provided to Mitch Nagel regarding a message to all staff about the need to manually track attendance data.</p> <p>11. Nov. 10, 2003 - Provide Doug Peebles with a copy of the Rural Affairs Service Level Agreement.</p> <p>12. Nov. 24, 25, 26/03 - Provided information to Doug Peebles regarding the transfer of the compliance program from the Nutrient Management Branch to the Ministry of Environment.</p> <p>13. Dec. 1, 2003 - Information to staff regarding After Hour Guard Escorts provided to Doug Peebles.</p> <p>14. Dec. 2, 2003 - Update provided to Doug Peebles regarding the following issues:</p> <ul style="list-style-type: none"> • OPSEU vacancy and unclassified staff reports • Space Allocation • MERC Terms of Reference • OMAF Business Plan 2003-04 • ODA Accessibility Plans 	
Surplus Update	<p>Management distributed the updated report on the status of surplus employees. Currently there are 2 employees on the surplus list (both on hiatus). It was noted that surplus time periods have been extended by 10 days relating to the power outage.</p>	
Ontario Farm Income Disaster Program (OFIDP)	<p>Arva Machan, OFIDP Program Manager, provided an update on program activities and deadlines. The current program administration is expected to end in January 2004. Ontario has yet to sign on to any new federal-provincial program within the Agriculture Policy Framework.</p>	
Human Resources:	<p>Management provided information about the Vacancy Position Inventory and unclassified seniority via an ad hoc meeting.</p>	

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
WIN Update	<p>Bev Rawn provided an update on the status of the WIN program. Management Board Secretariat is taking a cautious, gradual approach to re-introducing managers and staff into the upgraded system. It is expected that all users will have access in the next few weeks. Staff are to continue to work with managers to manually track absences to achieve accurate credit balances prior to year end processes.</p> <p>Dr. Tom Baker, Director, Food Inspection joined the meeting to provide an update on meat inspection.</p>	
Meat Inspection	<p>Dr. Tom Baker, Director, Food Inspection joined the meeting to provide an update on meat inspection.</p> <p>The Union asked about the staff whose work location is Aylmer Meat Packers. Dr. Baker reported that as the investigation into activities at Aylmer Meat Packers continues, staff are being reassigned to other plants.</p>	
A) Aylmer Status / Public Inquiry	<p>The Union presented the following statement:</p> <p>"We welcome the return of the meat Inspectors to OPSEU. This is due primarily to the leadership of those who stepped forward to take up the challenge of instituting change - the long and hard work of many - efforts that has been put in by OPSEU to ensure that consumer confidence is restored to the Meat Industry in Ontario.</p> <p>Having said that, it is our position that after 8 years of cuts backs by the previous government, which lead to the systemic break down of Ontario Meat Inspection Program; a Public Inquiry needs to be held, something that is open and transparent to the citizens of Ontario in protecting the public interest as well as boosting public scrutiny and increasing consumer confidence.</p> <p>OPSEU will actively continue to monitor the return of the Meat Inspectors to the bargaining unit."</p> <p>Management pointed out that the Union should be addressing the Public Inquiry issue at the CERC rather than the MERC table.</p>	
M.O.S. Minutes of Settlement Follow up	<p>The Union asked about the proposed timelines for competitions to hire meat inspection staff. Management responded that plans are being formed for potential completion of competitions by April 2004.</p>	

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
I.T. Cluster Update	Franco Merlino, Head, Business Solutions Services, provided an update on the I.T. Land Resource Cluster including program reviews and cluster governance discussions. The Union raised a question about I.T. staff working extra hours during the power outage in August.	Management to investigate and report back.
Nutrient Management	Peter Meerveld, Director, Nutrient Management Branch, provided an update on the staffing of the Nutrient Management Branch. Peter confirmed the recent announcement regarding the transfer of the compliance unit to the Ministry of Environment. The recent MERX posting for a consultant to produce revised Best Management Practice publications was discussed. The Union raised concerns regarding the use of consultants in light of the recent Provincial Auditor's Report.	
Space Allocation	Action item from the previous meeting completed & shared via ad hoc meeting.	
WDHP	Mary Rayner, Human Resources Consultant, provided an update on the delivery of WDHP I.T. training within the ministry. OMAF managers have received training and are in the process of delivering training to their staff. Training is expected to be completed by the end of December. The Union raised concerns about the inadequacy of the training materials provided by MBS as well as the need for further staff training on WDHP in general across the Ministry.	Management to investigate further training opportunities and report back.
Terms of Reference	Management reported that the general content of the proposed Memorandum of Agreement was satisfactory. The Union requested a final review of the document before completion.	Union and Management representatives to review and prepare final document.
Business Plan 2003-04	Management reported that the plan is not yet complete and will be disclosed when the public document is available.	Management to provide a copy when available.
Security	The action item from the previous meeting was completed and reported on via an ad hoc meeting.	
ODA Accessibility Plans	The action item from the previous meeting was completed and reported on via an ad hoc meeting.	Management will review the provision of the OMAF component of the plan and provide a copy when available.
Hiring and Spending Freeze	Management reported that there has been no change to the previously announced expenditure reductions and hiring freeze.	

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
<u>HEALTH AND SAFETY</u>	Management provided an update of incident statistics for the 2 nd quarter of 2003. Management also reported on a successful public Flu Clinic held at 1 Stone Road in November. The clinic was coordinated by OMAF and the local Health Unit. Of the 713 people attending the clinic, 219 were OPS staff, including 185 from OMAF.	
<u>NEW ITEMS:</u>		
Meet with the Minister	The Union has invited the Minister to meet with the MERC at a future meeting. Management has provided background information about the MERC to the Minister and Deputy Minister Offices with the expectation of a positive response.	
Vacation Approvals	The Union raised a concern about the vacation approval process for some staff.	Issue to be referred to the 1 Stone Road LERC.
Organizational Changes	The Union raised a question about whether ministry organizational changes are expected from the new government. Management referred to recent changes regarding meat inspection and nutrient management.	
BRAVO	Management reported on the 2003 Ministry employee recognition program, BRAVO - Building Recognition and Value at OMAF. Award presentations are scheduled for December 18, 2003.	
Quality Service Assessment and Staff Dialogues	Bogna Dembek joined the meeting and reported that 6 of 7 Staff Dialogue sessions between staff and senior management have been held. Over 340 staff have attended and reported positive evaluations about the sessions. Bogna also reported on a recent web based staff survey on Quality Service Assessment. Overall results from 380 responses were that staff are generally satisfied with their employment at OMAF. Additional staff focus groups are to be held with results compared to a previous senior management quality assessment.	
2004 Meeting Dates:	Friday March 5, 9:00 a.m. Room 203 Friday June 4, 9:00 a.m. Room 203 Friday September 10, 9:00 a.m. Room 203 Friday December 3, 9:00 a.m. Room 203	


For the Union


For the Employer

OPSEU



SEFPO

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"/> | |
| <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
Fax: (416)448-7462**

