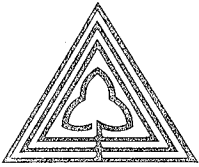


MEMORANDUM

OPSEU



SEFPO

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

TO: All Presidents with members in the Ministry of Children and Youth Services
All Stewards in the Ministry of Children and Youth Services

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: April 4, 2006

SUBJECT: **Ministry of Children and Youth Services
ERC Minutes – January 17, 2006**

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:

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Leah Casselman
President

/jm
att.

cc: MERC Chairs
Ministry ERC

Terry Baxter
OPS Supervisor/Negotiator

5. Training and Development Committee

MCYS provided DRAFT Terms of Reference to OPSEU.

MCYS advised that the Training and Development Committee is part of the Corrections Bargaining Unit Agreement and that the Terms of Reference only provide for Youth Justice Services Division issues to be addressed by the Committee. OPSEU agreed with this interpretation.

Action: OPSEU to provide feedback regarding DRAFT Terms of Reference.

OPSEU may identify a different representative for this committee, in view of its YJS focus.

6. Conversions

Update given on the conversion process.

Date for meeting will be March 29th and the location will be at 800 Bay Street.

Action: MCYS will advise regarding possible meeting dates and await response from OPSEU.

7. Successor Rights

MCYS has communicated OPSEU's concerns to CERC level.

OPSEU reiterated its concerns.

Action: None.

8. Terms of Reference Project

OPSEU has given signed Terms of Reference to MCYS.

Action: MCYS will move Terms of Reference forward.

9. Health and Safety Committee

OPSEU has sent a letter outlining its concerns to the Centre for Leadership and is awaiting a response. OPSEU's position has not changed.

Action: Once a response is received, there will be further discussion.

10. Caseload Assignment

OPSEU acknowledged that management has been addressing this issue and that improvement has been noted.

Action: None.

11. Peace Officer Status

MCYS has decided that all Probation Officers will be designated as Peace Officers under the CFSA. Youth Services Officers will maintain Peace Officer status under the MCSA. A Ministry-wide re-appointment process will be undertaken to ensure consistency across the Province.

OPSEU would like **MCYS** to adopt the same practice used by **MCSCS** to identify Peace Officers under the Ministry of Correctional Services Act, which consists of issuing a leather folder with a metal Peace Officer badge and identification card to each employee.

Action: **MCYS** will follow up and report back.

12. Meal Allowance

OPSEU requested clarification regarding the Meal Allowance policy.

MCYS indicated that the policy will be clarified once I-expenses is operationalized Ministry-wide, with follow up to occur thereafter.

Action: Defer to next meeting.

13. Ad Hoc Meetings

OPSEU requested information regarding cost centre for ad hoc meetings arising from MERC business.

Scheduling and notice process for ad hoc meetings also needs to be coordinated to ensure timely notification.

Action: **MCYS** will clarify and report back regarding cost centre.

14. Vehicles

OPSEU asked if there is discretion in the Vehicle Use policy to allow employees to take Ministry vehicles home at the end of the business day.

Action: **MCYS** will research policy and will report back.

15. Update on Discussions with Minister re: Direction of the Ministry

MCYS provided update.

Action: This item will be discussed in future under the Standing Item of YJS Transformation.

16. MCSS/MCYS Disentanglement

OPSEU MERC Co-chair will be attending meetings regarding **MCYS/MCSS** Disentanglement in the near future.

Action: None.

17. Interpretation of CFSA Regarding Youth Justice Division

MCYS will arrange for Manager of Quality Assurance to do a presentation on the CFSA as a separate meeting, apart from the MERC meeting. CFSA presentation will also be provided to the Physical Restraints and Continuum of Intervention Working Group, which includes some MERC members. March 9th and March 15th, 2006 were identified as possible presentation dates. MERC members have been invited to attend the CFSA presentation.

Action: **MCYS** will coordinate presentations and advise OPSEU.

18. Lateral Transfer Process

OPSEU requested notification of the OPSEU MERC Co-chair by MCYS when lateral transfers occur. This is especially important for Probation transfers.

Action: **OPSEU** will advise OPSEU MCSCS MERC Co-chairs that MCYS MERC Co-chair must be notified when any lateral transfers occur that affect MCYS.

19. Article 1.4 Template for New FTEs

OPSEU provided proposed sample template to identify new FTEs. MCYS questions should be directed to OPSEU MERC Union Representative.

Action: **MCYS** to respond to proposed template.

20. MCYS Staff Survey

OPSEU expressed concern that current survey format requests information such as work location for facilities. Computer completion of survey may also identify respondent. This is problematic and may affect return rate and usefulness of survey.

Action: **MCYS** clarified that hard copies of the surveys will be available for staff as well and that the surveys will go directly to the research company. MCYS will also request that survey clearly indicates that information will be kept confidential and that data will be rolled up by the research company, with no identifying information shared with MCYS. MCYS will communicate concerns to survey developers for follow up.

MCYS agreed to share data and analysis with OPSEU.

21. Social Benefits Tribunal

OPSEU expressed concern that reorganization of the Social Benefits Tribunal may impact MCYS staff.

MCYS indicated that while Social Benefits Tribunal employees are not MCYS staff, the surplus process may impact MCYS staff.

Action: None.


22. Female Youth

MCYS provided information to OPSEU regarding current daily count for female youth in Open and Secure Custody/Detention.

Action: **MCYS** will provide information on average daily counts in the future.

APPROVED:

DATE: Mar. 14, 2006



OPSEU Co-chair
Jack Hopkins



MCYS Co-chair
JoAnn Miller-Reid