

MEMORANDUM

TO: All Presidents with members in the Ministry of Citizenship & Immigration
All Stewards in the Ministry of Citizenship & Immigration

FROM: Brian Gould, OPS Supervisor/Negotiator

DATE: May 25, 2009

SUBJECT: **Ministry of Citizenship & Immigration
ERC Minutes – May 14, 2009**

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

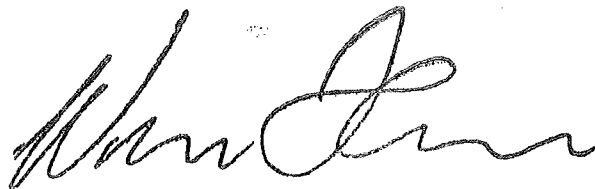
Please post or otherwise make them available to the members in your workplaces.

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.

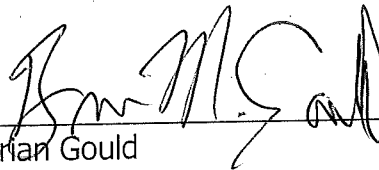
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor/Negotiator

/az
att.

cc: MERC Chairs
Ministry ERC

MINISTRY OF CITIZENSHIP AND IMMIGRATION

MERC MEETING MINUTES

Date: Thursday, May 14, 2009

Location: 400 University Avenue, Toronto, Boardroom 3A.

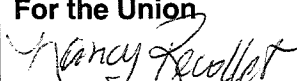
<p>FOR THE EMPLOYER:</p> <p>Brian Lemire (Meeting Chair) Susan Seaby</p> <p>Ann Fowler (Advisor)</p>	<p>FOR OPSEU:</p> <p>Nancy Recollet (Co-Chair) Larry Curley Sue Morrison</p> <p>Judith Marion (OPSEU Job Security Officer)</p>
<p>REGRETS: Brian Beattie, Joanne Benard</p>	
<p>Guests: Todd Kilpatrick</p>	
<p>Recorder: Cathy Luna</p>	

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
1. PREVIOUS MINUTES	Minutes of September 19, 2008 meeting – signed and posted.	
2. BUSINESS ARISING: (Updates)		
a) Terms of Reference	<p>OPSEU confirmed that the Terms of Reference has been reviewed by OPSEU legal counsel and that they are seeking clarification to the Employer's proposal of Article 5.1 iii and is recommending the original clause be maintained.</p> <p>Management will review the suggested change (section 5.1 iii).</p> <p>Committee agreed that the Regional Employee Relations Committees (RERC) and Local Employee Relations Committees (LERC) can commence to meet in the absence of the signed MERC T.O.R. and we will be providing the draft T.O.R for their reference.</p>	Management will review and get back to OPSEU prior to June 26, 2009 meeting.


AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
b) Cell Phones While Driving	Management advised that there will not be a Ministry policy regarding 'cell phones while driving', as new legislation has been introduced.	Management will re-send the memo to Regional Services staff cc: all directors, since there is a number of new staff in the Ministry. Remove from agenda.
c) ERC Training	OPSEU requested clarification on whether the training is required to be in the member's learning and development plan in order for a member to attend the training. Management clarified that this is not a requirement and it's considered to be a duty assignment. An employee can decide to include it in the L&D plan.	Move to standing item.
d) Definitions of French language Proficiency levels	OPSEU requested that a list of all designated positions be provided prior to the next meeting. Employer requested OPSEU provide questions for the FLS Coordinator prior to the meeting.	Parties to provide respective information. Management will invite the FLS coordinator to the next meeting.
e) Emergency Management Preparedness Plan	Management confirmed that there is emergency preparedness planning sessions occurring across all ministries and that MCI has local emergency coordinators throughout the Ministry. OPSEU raised concerns that staff in co-located offices are not aware of who the emergency coordinator is for the building. Management will talk to the regional managers and OWD and GEO to ensure that any staff who is co-located know who the emergency coordinator is for that location. Management will also confirm if emergency management information is available to new staff via the on-line orientation site. Management confirmed that a brochure has been developed with emergency information for staff at 400 University Avenue and will inquire if this can be made available to all MCI staff across the province.	Management will invite the Ministry Emergency Coordinator to the next meeting.

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
3. STANDING ITEMS		
a) Program Updates <ul style="list-style-type: none"> • Ministry of Health Promotion • Ministry of Citizenship and Immigration 	<p>Union clarified that for 'program updates', they are seeking information that relates to labour relations, staffing and workload impacts.</p> <p>Management advised that the Citizenship & Immigration Division's reorganization is complete.</p> <p>Management confirmed that MHP is expanding a program and that there will continue to be work for the Regional Services Branch staff.</p> <p>OWD provided information on a number of initiatives underway through the neighbour, friends and family campaign and OHSA (occupational health and safety association).</p>	Keep as a standing item on the agenda.
b) Health and Safety Update	OPSEU and management have agreed to re-distribute the memo once the LERCs/ RERCs are operational.	Remove from agenda.
c) Unclassified List	Management will provide unclassified lists once available.	<p>OPSEU will provide the HR Advisor with a list of individuals for confirmation of current status.</p> <p>Keep as a standing item on the agenda.</p>
d) Results Based Planning and Expenditure Management Strategy	Management provided information related to the 2009 Ontario Budget and confirmed that the RbP briefing books will be distributed to the committee when it is available.	Keep as a standing item on the agenda.
e) OPS Employee Survey (MCI)	Management provided an update and the results of the survey is anticipated to be available this June.	Item to remain as a standing item on the agenda.
4. NEW BUSINESS		
a) Vacancy Update	Management confirmed that there is no vacancy report and will not be providing a report to the Union. Committee agreed that if there are questions around specific vacancy, committee will discuss.	Remove from agenda.

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
	Union will forward this to CERC.	
b) Staff Phone Lists	Management confirmed that they will provide OPSEU copies of the MCI phone lists in July 2009.	Management to provide copies.
c) Compressed Work Week	<p>Management advised that if staff is interested in a compressed work week, they should talk to their manager. The parties recognized that discussions need to take into account operational requirements.</p> <p>Move to Standing Item Section.</p>	Move to Standing Item Section
d) Notice of Termination-ESA posting	The Employer stated that the Employer is required to post an Employment Standards Act Mass Termination Posting. This is an annual legislated requirement for the OPS as an Employer.	Remove from Agenda
e) OPSEU Divisional Update and goals	The Union provided an Update from its Divisional Conference, and provided a listing to the Committee regarding six OPSEU goals to address at the MERC for next term. The listing is attached to the Minutes.	Move to Standing Items Section
f) Ontario Works Placement in MCI	The Employer is in the process of obtaining clarification from Ontario Works regarding any Ontario Works placements in MCI.	<p>The Employer to report back at next MERC meeting.</p> <p>OPSEU to bring forward any specific concerns.</p>
g) IDO3 and CDO3 classification	OPSEU raised the concern regarding the classification issue re: IDO3 and CDO3 in the MCI as OPSEU noted this issue continues to have an impact on staff morale. Management noted that there is a current moratorium on classification grievances.	Remove From Agenda
h) Regional Services Learning Curriculum	Management provided an update on the Regional Services Learning Curriculum. This is a core curriculum for all Regional Services Branch staff. Advisor from Eastern Region is coordinating this curriculum.	
NEXT MEETING:	<p>June 26, 2009 OPSEU at 9:30 to 12:30</p> <p>Employer to survey its team re: October 1, 2009 and week of December 14, 2009.</p> <p>All meetings to be in the morning, three hours duration.</p>	

For the Union

 Nancy Recollet

Date
 May 14, 2009

For the Employer

 Brian Lemire

Date
 May 14, 2009