

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

DATE: February 2, 2010

SUBJECT: **Ministry of Citizenship & Immigration**
ERC Minutes – December 17, 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.

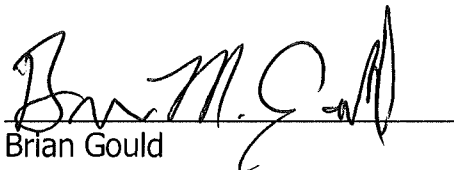
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor

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att.

cc: MERC Chairs
Ministry ERC

MINISTRY OF CITIZENSHIP AND IMMIGRATION

MERC MEETING MINUTES

Date: Thursday, December 17, 2009



Location: OPSEU Toronto Regional Office

<p>FOR OPSEU:</p> <p>Nancy Recollet (Co-Chair and Meeting Chair) Larry Curley Sue Morrison</p> <p>Judith Marion (OPSEU Job Security Officer)</p>	<p>FOR THE EMPLOYER:</p> <p>Brian Lemire Co-Chair Brian Beattie Susan Seaby</p> <p>Darcel Thompson (Human Resources)</p>
<p>REGRETS: Jared Friesen (MGS ER Advisor)</p>	
<p>Guests: Heather Taylor, Kenny Quan</p>	
<p>Recorder: Mark Benvenuto</p>	

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
1. PREVIOUS MINUTES	Minutes of October 1, 2009 meeting are signed and posted.	
2. BUSINESS ARISING: (Updates)		
a) Terms of Reference	<p>Union confirmed that it has agreed to the proposed language for Article 5.1(iii). Management has not had an opportunity to complete a final review of the Terms of Reference. Final review is being conducted by the ER Advisor.</p> <p>The union expressed concern that the employer was reviewing the terms of reference which had been previously agreed to by the parties.</p>	Both Management and OPSEU co-chairs will follow up to expedite sign off in early January 2010. .
b) Designated Positions	Management confirmed that a list can be generated identifying designated employees within the Ministry of Citizenship & Immigration.	Management will provide list under separate cover.

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
	Employer will look in to online messaging regarding the offering of French Language Services in regional offices.	Management to follow up with Ministry of Tourism communications branch.
c) Workplace bullying (Training)	<p>The MERC committee members commit to supporting a healthy workplace through educational awareness.</p> <p>In the interim, a representative from each OPSEU and Management will meet to discuss actions going forward.</p> <p>Co-chairs will send a joint letter to the DM requesting that bullying & harassment is an agenda item at the next ministry management forum.</p>	<p>Co-chairs will send letter to the DM.</p> <p>Two MERC representatives will report back.</p>
3. STANDING ITEMS		
a) Program Updates	<p>Citizenship and Immigration confirmed that competitions for two Administrative Assistants were conducted in August/September. Management has confirmed these positions have been filled.</p> <p>No new information on COIA.</p> <p>No other updates.</p>	
b) Results Based Planning and Expenditure Management Strategy	Management provided an update related to expenditure management and RbP process.	
c) OPS Employee Survey (MCI)	<p>Management reported that the rollup of the All Staff Day discussions was presented to SMT.</p> <p>Union has requested that a copy of the rollup & employee engagement committee membership listing shared at SMT are provided ahead of the next MERC meeting.</p>	Management to provide list prior to next meeting.
d) ERC Training	<p>Co-Chairs will send a joint letter to members with a schedule of available training dates throughout the province to ERC members encouraging participation at the upcoming ERC training sessions.</p> <p>Management proposes that regional HR Advisors will be on the regional ERC committee, along with the regional manager.</p>	<p>Co-chairs will send a joint letter</p> <p>Management will confirm representatives.</p>

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
e) OPSEU Divisional Update and goals	OPSEU provided an update on the divisional goals, and report that they are on track.	
f) Fixed-term (unclassified) list	Management will provide updated unclassified list and response to union queries within the next week.	Management to respond.
4. NEW BUSINESS		
a) Temp positions in RSSU	Management reports that no new positions have been created that are outside of OPSEU in RSSU.	Remove from agenda.
b) Employees on LTIP/ RTW	<p>Management reports that there is a standard process in place to return employees from LTIP back to the workplace.</p> <p>The Union had requested information regarding the numbers of employees on LTIP. The Employer declined. The Union will forward the matter to CERC.</p>	Remove from agenda.
c) Health & Safety – certification of union member	Table item to next meeting.	Item to remain on agenda.
d) 2010 Meeting Dates	Committee agreed to meet March 26, June 17, September 30, and December 9, 2010	Remove from agenda
NEXT MEETING:	Friday March 26, 2010	

For the Union  Nancy Recollet	Date December 17, 2009	For the Employer  Brian Lemire	Date December 17, 2009
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