

Ontario Public Service  
Employees Union

## MEMORANDUM

# OPSEU



# SEFPO

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

**TO:** All Presidents with members in the Ministry of Community Safety & Correctional Services

All Stewards in the Ministry of Community Safety & Correctional Services

**FROM:** Terry Baxter, OPS Supervisor/Negotiator

**DATE:** August 8, 2006

**SUBJECT:** **Ministry of Community Safety & Correctional Services ERC Minutes – February 14, 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.**

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Leah Casselman  
President

/jm  
att.

cc: MERC Chairs  
Ministry ERC

  
Terry Baxter  
OPS Supervisor/Negotiator

**MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING**  
**Tuesday, February 14, 2006**  
**Mississauga, Ontario**

**FOR THE MINISTRY**

Mr. Mickey Stephenson (Co-Chair)  
 Ms Gail Sallow  
 Ms Anna Fernandes  
 Ms Christina Danylichenko  
 Mr. Paul Fleury  
 Mr. Barry Thomas

**FOR THE UNION**

Mr. Dave Graves (Co-Chair)  
 Mr. Gord Longhi  
 Mr. Len Mason  
 Ms Sandra Harper  
 Mr. Neal Fraser

REGRETS: Nic Antoncic


	Item	Discussion	Resolved/Action
<b>New Agenda Items</b>			
1.	<b>Terms of Reference for Unclassified Subcommittee and for the Training and Development Committee</b>	Union and management to confirm members of the unclassified Correctional Officer Subcommittee and for the Training and Development Committee.	Members to be confirmed.
2.	<b>HWDC Posting for "Youth" Positions</b>	Union advise that there is a concern with the wording in the Opportunity Bulletin for a recent posting for Youth Officers at HWDC.	Management advised that this issue was raised in December, 2005, and addressed with the regional Human Resources office, and appropriate changes made.
3.	<b>Update on RPM Schedules and Rollovers and Laterals</b>	Union requested update on the RPM initiative.	Management provided updated status and outstanding issues. Further discussions scheduled with the RPM MERC negotiating team.
4.	<b>P &amp; P Conversions</b>	Management provided the Union with a handout of convertible hours. Union and management to begin negotiations for a Memorandum of Understanding to address P & P conversions.	Further updates to follow
5	<b>Northern Regional and Lateral Transfer Policy</b>	Paul Fleury to follow-up with Jim Adams, Regional Director, Northern Region.	Union committee member, Gord Longhi, to discuss with Jim Adams directly.

	Item	Discussion	Resolved/Action
6.	<b>Parole Board Update</b>	Management advised the Union that the OPERB to remain with the Ministry of Community Safety and Correctional Services.	No further action.
7.	<b>Mimico Closure</b>	Management advise there is no change to the proposed decommissioning date for the Mimico intermittent operation currently scheduled for September 30, 2006.	Bring forward at next meeting
8.	<b>CNCC P &amp; P Investigation</b>	Union concerned about how bargaining unit staff working in private operation are dealt with, with respect to investigations. Questions about policies and procedures, i.e., removal from building.	Management to review Union's concerns.
9.	<b>Workload Measurement Tool</b>	Communication was provided to field staff. PSAR continues to develop. Survey to be jointly issued. Sub-committee meeting in March.	
10.	<b>Owen Sound Jail CWW</b>	Union advised that local Executive signed-off a Compressed Work Week Agreement, which has been forwarded to the ADM's office. Union request status.	Barry Scanlon to follow-up with Don Poynter.
11.	<b>Attendance Support Program Threshold</b>  <b>Attendance Statistics for ACC</b>	<p>Union provided management with a copy of a memo, dated February 6, 2006, addressed to Leah Casselman, OPSEU President, from Janice Bartley, Director, Employee Relations, OPS, with OPS ministry Attendance Support Program thresholds for 2006. Both parties expressed concern about the attendance rates for our ministry.</p> <p>Union provided with attendance stats for Correctional Officers for 2004, and requested attendance stats for Probation &amp; Parole Officers. Management suggested involving Centre For Leadership into discussions on the attendance program.</p>	<p>MCSCS threshold 11.5 for 2006</p> <p>Management will endeavor to provide separate report on Probation &amp; Parole Officer attendance stats for the September 2006 MERC Meeting.</p>
12.	<b>Post Audits: Chatham Jail and Stratford Jail</b>	Union requested post audits at Chatham and Stratford Jails.	Union indicated that they would be interested in having input into any post-audit that is undertaken at Stratford Jail and Chatham Jail.
13.	<b>Hiring Practices P&amp;P</b>	Union expressed concern about the current hiring practice and interview process for recruiting new employees. Suggested that management establish a more transparent process with more emphasis on seniority and work experience, behavioural based interviews, to achieve more consistency across the province.	Management agreed to bring this issue back to the Adult Community Corrections Committee.

	Item	Discussion	Resolved/Action
14.	Accommodation	Union expressed concern about accommodation for employees returning to work following absence from the workplace. Emphasized the importance of a flexible return to work plan to ensure the successful re-integration of the employee back to the workplace. Union expressed concern about the administration of the accommodation program.	Management concurs with the importance of developing a realistic return to work plan that meets the bona fide accommodation requirements of the employee.
15.	Badge for Probation & Parole Officers	Union requested update on peace officer badge status for Probation & Parole Officers.	Management advised that this has been approved.
16.	CNCC	Union commented that there is an expectation that the government will be returning the private operation to the public sector, as promised in pre-election campaign.	Comments noted.
17.	Section 22 Investigation Criminal Charge	Union concerned that there is a potential conflict when employees are asked to give a statement during a ministry investigation that may undermine a future Criminal Code investigation, may contaminate the statement, thus leaving employee vulnerable.	Management noted Union's concerns.
18.	Employee Assistance Resource Manual	Union prepared to move forward with this joint initiative. Waiting for management nominee.	Management to contact Human Resources for nominee.

12. Next Joint Meeting:

- Location to be determined

  
FOR THE UNION

  
FOR MANAGEMENT

Aug 3/2006  
DATE

August 3, 2006  
DATE