

MEMORANDUM

TO: All Presidents with members in the Ministry of Community & Social Services
All Stewards in the Ministry of Community & Social Services

FROM: Brian Gould, OPS Supervisor/Negotiator

DATE: October 9, 2007

SUBJECT: **Ministry of Community & Social Services
ERC Minutes – June 5, 2007**

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.

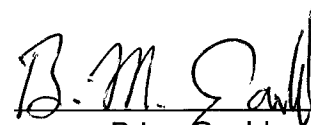
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor/Negotiator

/fs
att.

cc: MERC Chairs

Ministry ERC

Tel: 416-443-8888
TDD: 416-443-9898
or 1-800-663-1070

opseu@opseu.org
www.opseu.org
OPSEU is affiliated
with the OFL, CLC
and NUPGE

100, chemin Lesmill
Toronto (Ontario)
M3B 3P8
Tél: 416-443-8888
Télé: 416-448-7469

Sans frais:
1-800-268-7376
ATS: 416-443-9898
ou 1 800-663-1070

sefpo@sefpo.org
www.sefpo.org
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à la FTO, au CTC
et au SNEGSP

**MINISTRY OF COMMUNITY AND SOCIAL SERVICES
MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)**

~~DRAFT~~ --- June 5, 2007

Final

OPSEU

Roxanne Barnes (Co-Chair)*
Liz Daubney
Stephen George
Shawn Lavery
Ron Strong

Management

Les Babbage (A/Co-Chair)
David Zuccato
Lorainne Graham-Watson

Also in Attendance:

Laura Elgar (Secretary)
Ray Ladner (Employer Resource)
Nancy Liston (for Barbara Nawrocki)

Regrets:

Barbara Nawrocki

* Chair of the Meeting

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED	TIMEFRAME FOR ACTION
<u>STANDING ITEMS:</u>			
1. <u>Review of Minutes</u>	<p>OPSEU provided feedback on the April 2007 minutes. The minutes were updated and April minutes were signed at the end of the meeting.</p> <p>OPSEU suggested that the MERC minutes be written in a chart format, with Action Items in a column at the side of the page.</p>	The June MERC minutes to be written in new format.	
2. <u>MERC Tracking Sheet</u>	Parties agree to hide the closed items on the tracking sheet, so the open items are easier to see.	Management will update the tracking sheet and distribute before the next meeting.	

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3. <u>Review of I & IT</u>	<p>Management provided an overview of the transformations that have occurred in the I&IT Cluster. Management reported that 74 OPSEU members transferred reporting relationships in April 2007. These 74 MCSS employees are still contained within the Children, Youth and Social Services I & IT Cluster (CYSSC), supporting MCSS and some MCYS programs.</p> <p>OPSEU inquired as to why Systems Officers from the DS facilities were not included in transformation. Management reiterated that the work of the Systems Officers in the DS facilities will be ending but the surplus and redeployment rights of these individuals remain the same.</p>		
4. <u>Adoption Disclosure Unit</u>	<p>Management provided OPSEU with a letter on May 14, 2007. The letter indicated that Bay Consulting has been engaged to assist with the organizational design of the Custodian of Information Office for MCSS.</p> <p>OPSEU expressed frustration with the limited information their members have received with regards to future plans for the Adoption Disclosure Unit. Management reiterated that the MCSS employees remain unaffected at this time. Management will provide updates as decisions are made.</p>	Management to provide updates as available.	
5. <u>FRO Updates</u>	<p>a. <u>Case Management Update</u> Management provided an update on the FRO geographic case load assignment. In total, Management reported that approximately 381,000 open and closed cases have been reassigned by postal code. Case owners now have geographically defined case loads.</p>		

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	<p>b. <u>Good Parents Pay – Website</u> Since launching the website in February 2007, 33 people have been posted on the website. Of these, 9 have been located and subsequently removed from the website. MCSS has also received a high volume of tips, e-mails, and comments.</p>		
<p>6. <u>Results Based Planning (RBP) Updates</u></p>	<p>No update.</p>		
<p>7. <u>Developmental Services</u></p>	<p>i. <u>Developmental Opportunities</u></p> <p>Rideau Regional Centre (to April 2007) → Permanent Positions – 28 External to Facility – 7 Internal – 21</p> <p>→ Temporary Assignment – 63 External to Facility – 19 Internal – 44</p> <p>Hurononia Regional Centre (to May 25, 2007) → Permanent Positions – 29 External to Facility – 26 Internal – 3</p> <p>→ Temporary Assignment – 127 External to Facility – 55 Internal – 72</p> <p>Southwest Regional Centre (to May 16, 2007) → Permanent Positions – 28 External to Facility – 19 Internal – 9</p> <p>→ Temporary Assignments – 101 External to Facility – 45 Internal – 56</p>		

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED	TIMEFRAME FOR ACTION
	<p>ii. <u>DS-REC Update</u> Management provided an update from the DS Reasonable Efforts Committee.</p> <p>The committee has drafted a work plan for several ideas arising from a brainstorming session in April. A working group has been created to develop a two page summary guide to the Employee Portfolio. The committee has also drafted a survey for facility employees.</p>		
<u>BRING FORWARD:</u>			
<p>8. <u>ERC Terms of Reference</u></p>	<p>After discussion, the members agreed to the following distribution method for LERC and RERC minutes:</p> <p style="padding-left: 40px;">8.5 Copies of the LERC and RERC minutes shall be sent by the management co-chair to the two Co-Chairs of MERC. Other provisions for posting and/or distribution of LERC and RERC minutes shall be as agreed by the respective co-chairs.</p> <p>The parties also agreed to update the LERC and RERC referral form.</p>	<p>A final draft of the ERC Terms of Reference will be distributed to all MERC members for review.</p>	<p>Prior to next meeting.</p>
<p>9. <u>Fragrances in the Workplace (Scented Products Email)</u></p>	<p>Management circulated brochure developed by MGS, containing information on Scented Products in the Workplace.</p> <p>Additional information is available in the Occupational Health and Safety section of the HRB intranet website.</p>		

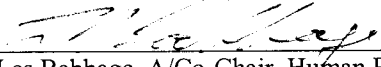
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<p>10. <u>FRO LERC Referral – Art. 6.1.2</u></p>	<p>Management suggested that this item be taken back to the LERC at FRO for resolution.</p> <p>OPSEU could not accept this proposal without a timeframe for completion, as this item has been on the MERC agenda for several months. Management reiterated that there was now greater clarity on this issue and was confident that it could be resolved quickly at the local level.</p>	<p>Management will attempt to resolve the issue expeditiously at the local level.</p> <p>Management will provide updates as available</p>	
<p>11. <u>OPS Ideas</u></p>	<p>Management reported that there are no updates on the status of ideas generated from the OPS Ideas Campaign. OPSEU inquired whether there was any intent to contact people about the status of their ideas.</p> <p>Management has been in contact with the OPS Ideas and Innovation Unit about providing ministry-specific status reports on individual ideas. Management expressed a willingness to investigate ideas that may have an impact on MCSS employees.</p> <p>OPSEU requested an update on the most recent MCSS idea, as stated in the Quarterly Report.</p>	<p>Management will look into the contact process when ideas are submitted.</p> <p>OPSEU will explore whether they have access to the Ideas search function online.</p> <p>Management will follow up on the most recent MCSS idea.</p>	
<p>12. <u>Unclassified Reports</u></p>	<p>OPSEU indicated that there are still several errors in the Unclassified Reports. OPSEU requested more time to review the reports and asked if Management could provide the unclassified reports two weeks prior to the MERC meetings.</p> <p>OPSEU emphasized that there are still a number of unclassified employees at the DS facilities. OPSEU maintained there was an agreement with the former MERC Co-Chair to notify OPSEU of any unclassified contracts running beyond 2 months in the facilities.</p>	<p>Management will look into providing the reports two weeks prior to the MERC meetings.</p> <p>OPSEU will forward the June Unclassified Reports with highlighted errors to HRB.</p> <p>Management will follow up with facilities about the status of Unclassified employees.</p>	<p>Prior to next meeting.</p>

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	<p>Management understood there was an agreement to, where possible, release non-essential full-time unclassified employees before surplussing classified employees. However, the Employer's understanding was that they would only advise OPSEU of unclassified contracts that would extend beyond the next surplussing date.</p> <p>Management indicated that they would follow up on status of the unclassified staff and encouraged OPSEU to point out situations that may fall outside the parameters of the current practice.</p>		
<p>13. <u>Attendance Support Program (ASP)</u></p>	<p>OPSEU inquired whether there was any indication as to when the ASP may be reviewed.</p> <p>Management reported that in February 2007, a memo was distributed from Brian Fior, Director, HR Policy & Planning Branch, MGS. The memo mentioned that his area had gained Deputy Minister support for review of the ASP to improve and align with best practice. In fiscal year 07/08 the MGS HR Policy & Planning branch will research ASP in the context of our OPS Health and Wellness Strategy (referenced in the OPS HR Plan), and is currently in the consultation phase.</p>		
<p>14. <u>Job Specs at the DAU - Adjudicators</u></p>	<p>Management reported that as a result of a 2003 Memorandum of Settlement on this issue, Management views this issue as closed. Management encouraged local resolution of any further issues.</p> <p>OPSEU raised issue with the fact that this item came to the MERC table in August 2006 and there is no LERC at the DAU. Members remain concerned that they are performing duties outside the scope of the Adjudicator job specification.</p>	<p>Management will continue to look into this issue and provide updates as available.</p>	
<p>15. <u>LERC and RERC Minutes</u></p>	<p>Distribution method of LERC and RERC minutes established in ERC Terms of Reference (refer to Item 8).</p>		

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<u>NEW BUSINESS:</u>			
16. <u>Discussion of Standing Items</u>	<p>The parties discussed having standing items on the agenda when there are no updates.</p> <p>OPSEU indicated that it would like all standing items to remain on the agenda.</p>		
17. <u>I & IE Update</u>	<p>At the Union's request, Management provided an update on the Inspection, Investigation and Enforcement Initiative. This initiative is being operationalized through regulatory compliance modernization strategies, specifically through the introduction of the Regulatory Modernization Act, 2006 (RMA). Management clarified that there is no intention to consolidate the investigative/enforcement functions.</p> <p>Management also provided an update on Regulatory Modernization Act, 2006 (RMA). The RMA was passed on May 16, 2007 and has received Royal Assent. It will come into effect on January 18, 2008, eight months after Royal Assent.</p> <p>Further consultation on the implementation of this Act is expected. The implementation process over the next eight months will involve the following:</p> <ul style="list-style-type: none"> o Regulation(s) will be developed to designate legislation for the purposes of information collection, use and disclosure; publication; and multiple authorizations. o Operational guidelines will be developed and implemented in four areas: information sharing; "heads up" authority; multiple authorizations; and publication. o Training needs for OPS field staff and managers/directors will be identified, material developed and training provided. 		

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18. <u>Health and Safety Committee Members</u>	Management provided OPSEU with an updated list of Health and Safety Committee members on May 18, 2007.		
19. <u>Progress of New Ottawa Facility</u>	Management provided OPSEU with an information flyer and memo on May 18, 2007.		
20. <u>Summer Schedule</u>	<p>The parties had a discussion about whether there was interest in cancelling the August meeting due to vacation schedules.</p> <p>OPSEU indicated that they are available to meet in August and the meeting should continue as scheduled.</p>		
21. <u>VEO Lists</u>	OPSEU requested that Management look into possible reasons as to why there may be delays when matching surplus employees to VEO positions in the facilities.	<p>Management will look into possible reasons for the delays.</p> <p>Management will contact MGS to see if there is a way to streamline the matching process.</p>	
22. <u>Ontario Childcare Benefit (OCB)</u>	On May 29, 2007 Management forwarded OPSEU an Ontario Childcare Benefit Q&A. As the bargaining agent, OPSEU maintained that they should have been provided advanced notification that changes were taking place. Management reiterated that there is no direct impact on employee working conditions.		
23. <u>ODSP</u>	OPSEU inquired about the future of ODSP and whether there is a long term plan for a different service delivery method. Management reported that there are no changes to the program at this time.		

Ministry of Community and Social Services
MERC Minutes of June 5, 2007 approved on Oct 2, 07 by:


Les Babbage, A/Co-Chair, Human Resources Branch


Roxanne Barnes, Co-Chair, OPSEU