

MEMORANDUM

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

FROM: Ruth Hamilton, A/OPS Supervisor

DATE: December 10, 2010

SUBJECT: **Ministry of Community & Social Services
ERC Minutes – December 8, 2010**

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



Ruth Hamilton
A/OPS Supervisor

/pb

att.

cc: MERC Chairs
Ministry ERC

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

December 8, 2010

OPSEU

MANAGEMENT

In Attendance:

Roxanne Barnes
Stephen George
Stuart McInnes
Gail Williams
Shawn Lavery

Josephine Fuller*
Nancy Liston
Les Babbage
Hélène Bigras (minutes)

Regrets:

Guests : Shelley Unterlander, FRO
Jasvinder Mahal
Patricia Kwasnik

* Indicates Chair of the Meeting

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED	TIMEFRAME FOR ACTION
<u>STANDING ITEMS:</u>			
1. <u>Review of I&IT</u>	<p>OPSEU raised a concern with the utilization of consultants while employees are being surplusssed.</p> <p>OPSEU further raised a question regarding training being provided to Systems Officers who have received notice.</p> <p>Management responded that they will refer the question to the I&IT Cluster.</p>	Management to report back.	Next MERC.

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2.	<u>FRO Updates</u>	<p>Management made a presentation on the FROst initiative that was disclosed in October, 2010. (slide deck attached)</p> <p>OPSEU raised a number of questions with respect to the HR plan for the FROst project and the new technology to support the project. Specifically they asked whether or not FRO would be reducing staff through the implementation of this initiative in line with the mandated 5% reduction of the OPS by March 31, 2012.</p> <p>Management responded that it is not their intent to reduce staff through this initiative. They further stated that they are currently developing an HR plan that will be disclosed in support of the project.</p> <p>OPSEU also raised a concern with communication to staff that had led to increased anxiety with respect to their uncertainty with their continued employment.</p> <p>Management responded that when the initiative was conveyed to staff, they held to the disclosure material that was provided to OPSEU.</p>	No further action required at this time.	
3.	<u>RbP Updates</u>	There are no updates at this time.		
4.	<u>ODSP Modernization</u>	<p>Management advised OPSEU that they have raised the concerns raised at the last MERC with the management representatives of the sub-committee. Further discussion will occur.</p> <p>OPSEU provided information about the space requirements and inquired about future accommodation plans for ODSP employees.</p> <p>Management responded that there has been an interim plan implemented for accommodations.</p>	Management will report back on the longer-term	Next MERC

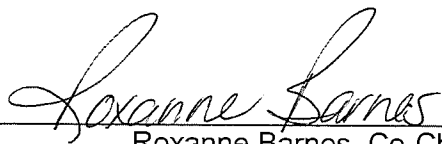
	AGENDA ITEMS	DISCUSSION	ACTION REQUIRED	TIMEFRAME FOR ACTION
			accommodation plan.	
5.	<u>Regional Office Functional Review</u>	Management indicated that there has been further consideration by senior management of the data.	Discussion at next MERC	Next MERC
<u>BUSINESS ARISING FROM MINUTES:</u>				
1.	<u>Update: Diversity Initiative</u>	<p>Representatives of the Mentorship Program made a presentation on the joint MCYS/MCSS Diversity and Mentorship Program and advised that it was launched on November 25, 2010.</p> <p>The Parties discussed the current number of applications which is currently low and the deadline for applications is December 9, 2010.</p> <p>OPSEU mentioned that based on their census, the greatest diversity appears to be below the current salary cut-off for participation in the program, which may be a barrier to participation.</p> <p>MERC suggested that the program criteria should be expanded at this time in order to increase the participant pool and improve access to the opportunity.</p> <p>The presenters responded that they will bring the suggestion forward to the decision makers who will make the determination on proceeding with the program at this point or expanding the criteria.</p>	Management will advise OPSEU on the decision regarding the expansion of the criteria.	At or before the next MERC.
2.	<u>Fixed-Term Employee Report</u>	OPSEU has provided a contact for the fixed-term list review.		
3.	<u>Bill 168 Implementation Update</u>	Management advised that 100% of the MCSS locations have completed the workplace violence risk assessments (WVRA). Of those, 88% have gone to the Joint H & S Committees and 63% of those have been signed off and		

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		<p>are ready for implementation.</p> <p>Management further provided that 88% of staff have completed Modules 1 and 2 of the Bill 168 training and 87% have completed Module 3.</p> <p>Ongoing monitoring is being conducted on the training and the implementation of the WVRAs is with the Local Joint H & S committees.</p> <p>OPSEU asked for an update with regards to in-class training that was discussed at a previous MERC.</p> <p>Management responded that they had not received further information on this item yet.</p>		
4.	<u>Tracking Sheet</u>	The Parties reviewed a sample of the agenda and the minutes of MERC from another Ministry and agreed to adopt the template and practice for 2011.	Management to obtain templates and implement for next MERC.	Next MERC.
5.	<u>Agency Staff</u>	<p>Management advised the Union that the information is not readily available and they are not resourced to collect the data nor is it operationally feasible to do so.</p> <p>OPSEU responded that they will raise this issue of reporting at the CERC as this would reduce grievances.</p> <p>The Parties discussed the practice of using agency staff and OPSEU's concerns.</p>	OPSEU will consider raising this issue at CERC.	
6.	<u>Local 222 (Burlington) LERC referral</u>	The Parties are encouraged to continue working together.		
7.	<u>Mass Recruitment</u>	Management advised OPSEU that based on consultations with MGS it cannot support providing the Union with a list as this was not negotiated in the C/A and it is not our		

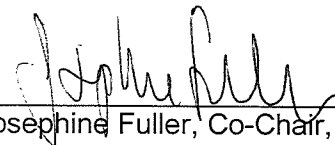
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		<p>practice to do so in any recruitment process (mass or otherwise). It further stated that Appendix 39, Section d) states that job offers will be made to qualified candidates from the eligibility lists for each position in accordance with Article 6.1.2 which requires a notification to the Local Union President.</p> <p>OPSEU responded that this is not consistent with the pilot from which the Appendix originated.</p>	OPSEU will consider raising this issue at CERC.	
<u>NEW BUSINESS:</u>				
1.	<u>Long-Term Affordable Housing Strategy</u>	Defer to next MERC.		Next MERC
2.	<u>2010 Wrap-Up</u>	The Parties discussed their strengths as a committee and areas requiring improvement. They look forward to continued successes.	No further action required.	
3.	<u>2011 MERC Schedule</u>	<p>Thursday, February 3rd, 2011 Thursday, April 21, 2011 Thursday, June 23, 2011 Thursday, August 18, 2011 Thursday, October 27, 2011 Thursday, December 1, 2011</p> <p>The Parties also agreed that due to the new membership at the table, it would be valuable to participate in ERC training. It was agreed that at the first meeting of the new year, they would schedule a training session.</p>	Management to schedule ERC trainers.	
4.	<u>Payroll Modernization</u>	OPSEU raised concerns with lost and inaccurate data (i.e. continuous service dates) due to the implementation of Payroll Modernization specifically with respect to surplussing, job competitions, merit increases and lay-offs. They asked how Management was planning on addressing		

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		<p>these issues.</p> <p>Management expressed concern as well. It advised that it recognizes that pay reconciliation by the end of 2010 is the priority so as not to affect T4s. They further responded that reporting problems are being addressed. The Ministry is working with the Payroll Modernization Team and OSS Pay and Benefits to address outstanding pay issues in the Ministry and will raise the Union's concerns.</p> <p>OPSEU asked how far back the Ministry is going in the calculation of seniority and merit increases for fixed-term employees.</p> <p>Management will review and respond.</p>	<p>Management will review and respond with respect to seniority and merit increases for fixed-term employees.</p>	<p>Next MERC</p>
5.	<u>Disclosures</u>	<p>OPSEU raised concerns with the disclosure process; specifically that they are being made aware of initiatives outside of the disclosure process where disclosure should have occurred. Furthermore, they are concerned regarding the increasing number of requests for reductions to the disclosure timelines.</p>	<p>The Parties will discuss at the next MERC.</p>	<p>Next MERC</p>
6.	<u>Regional Reviews</u>	<p>OPSEU advised Management that they were made aware of regional reviews outside of the disclosure process and advised they will be making a request for disclosure of all regional reviews.</p>	<p>The Parties will discuss at the next MERC.</p>	<p>Next MERC</p>
7.	<u>Social Assistance Review Council (SARC)</u>	<p>OPSEU advised that the SARC made recommendations and is asking what those recommendations were. Furthermore they are asking which recommendations the ministry is following up on.</p> <p>Management will obtain a copy of the public report and provide it to OPSEU.</p>	<p>The Parties will discuss at the next MERC.</p>	<p>Next MERC</p>

Ministry of Community and Social Services MERC Minutes of December 8, 2010 approved on __December 8, 2010__ by:



Roxanne Barnes, Co-Chair, OPSEU



Josephine Fuller, Co-Chair, Ministry