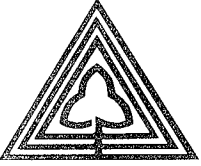


OPSEU



SEFPO

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

MEMORANDUM

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

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: July 10, 2006

SUBJECT: **Ministry of Community and Social Services
ERC Minutes – April 04, 2006**

Attached, for your information, please find the minutes of the above captioned meeting(s).

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

You will also find attached a MERC referral form which should be used when referring unresolved local issues to the ministry level. We request that you provide the Job Security Group with all supporting documentation, (i.e. minutes, correspondence, etc.), with any referrals.

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

AUTHORIZED FOR DISTRIBUTION:

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Leah Casselman
President

/kh
att.

cc: MERC Chairs
Ministry ERC

Terry Baxter
OPS Supervisor/ Negotiator

**Ministry of Community and Social Services
Ministry Employee Relations Committee (MERC)**

April 4th, 2006, 11:30am-2:30pm

In attendance:

Management

Colette Kent (Co-Chair)
Barbara Nawrocki
Ernie Nelson
John Wilson (Representative)
Richard Safka

OPSEU

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

Absent

Sharon von Son

Guests

Tony Magee, Employee Relations Advisor

The meeting began with Colette Kent as Chair

Preliminary Issues

The agenda was revised as agreed to by the MERC Co-Chairs

(1) Presentation by Tony Magee re: Revisions to the MERC Terms of Reference

Tony Magee provided an overview of the Management changes to the TOR, including aligning the terms with the new collective agreement, the inclusion of Regional Employee Relations Committees, the recognition that MERC members will be granted leave without loss of pay or credits for travel time and caucus time on days prior to MERC meetings, and the inclusion of the MERC referral form.

The Union provided a number of suggestions regarding language clarity and voiced concerns regarding portions of the language which may inadvertently extend into the grievance procedure.

Management agreed to make the appropriate changes and send out the next draft before the next meeting.

Standing Items

Developmental Services

(a) Developmental Opportunities

Management confirmed that as of March 31, 2006 there are 160 OPSEU staff offered developmental assignments or short term assignments. The breakdown for those assignments was RRC – 34 (+ 2), SRC – 63 (+5), HRC – 63 (+ 4).

Management confirms that 29 facility employees have found permanent positions both within and outside of the OPS. The breakdown (to date) is as follows: RRC – 3, HRC – 6, SRC – 20. This represents no change since the last meeting.

(b) *Virtual Career Centre*

In total, 269 Employees have registered on the Virtual Career Centre.

- HRC has 101 registered users
- RRC has 115 registered users
- SRC has 53 registered users

(c) *Training*

Rideau Regional Centre – Continued to offer 1:1 support for resume writing, weekly interview workshops, mock interview sessions. The mentorship program for palliative care training provided by MOHLC had a breakdown as follows: Nursing -5; Laundry – 1; Housekeeping – 2; Nutrition Services – 2; Psychology – 1; Central Program Services – 1; Pharmacy – 1; Rehabilitation Services – 1; Residential Services Office – 1; Residential Services – 15 including Residential Programming staff.

Southwest Regional Centre - Training available for Microsoft Office Products throughout March including introduction to word and Excel 1 courses. A full day interview skills workshop, 4 mock interview sessions were scheduled, with two being cancelled, and 1:1 resume and interview counselling continued.

Huron Regional Centre - Career Exploration Day took place on Tuesday, February 28, 2006. 29 organizations participated. The organizations were primarily government, public sector agencies and resource organizations. 250 staff participated in event. Positive feedback has been received indicated that good job contacts have been made resulting in interviews and job offers.

36 staff took advantage of transportation to the Employment Resource Centre's Job Fair on March 7th which featured 52 primarily private sector employers. Others attended on their own time.

The most common request through the career center and management staff is for instructor led computer training. On-line tutorials have been met with limited response. The Facility/Career Centre is currently researching options for the provision of Word, Excel, Access, Powerpoint, and Outlook sessions.

A joint employer/union program is currently still underway in the preliminary stages to speak to all staff on the topic of a Respectful Workplace / Workplace Discrimination Harassment Prevention as a proactive means of dealing with workplace tension.

There have been training and information sessions on interview skills, resume writing, dealing with stress, and OPSEU pension trust sessions. Additional sessions are being booked to accommodate waiting list. There has also been a one day introduction to Computers Course provided by the Board of Education's Learning Centre in Orillia.

(d) Article 20 Training

The Union informed the committee that training had begun. The Union inquired as to how Article 20.7 being handled in the training, given that a policy grievance has been filed. Management is to provide a response for next meeting.

(e) Reasonable Efforts Committee (REC)

The Union noted that 23 managers across the three facilities were issued their surplus notice and inquired as to when Union members would hear about the surplus plan. Management stated that the litigation severely impeded the pace of resident placement and has made it difficult to generate a surplus plan. Management agreed to provide the surplus plan as soon as it was available.

The Union noted that the managers were able to access their Factor 80 entitlements and questioned as to why the same entitlements are not being given to the membership. Management stated that the managers were surplus based on projected business requirements. Managers were required to work their notice periods.

The Union expressed concerns that the perception from members is that the decisions have been made and that they are simply not being shared with the Union and that some members are not taking advantage of the opportunities being offered because the 'reality hasn't set in'. Management stated that in light of the court decision, there will be a new evaluation of how the surplus will take place. Originally, the strategy involved reorganizing by residential unit, but that strategy has changed.

It was presented that DSW certificate program at Fanshawe College has been closed.

The Union expressed disappointment that advertising for the Co-Start program was on the back page of the Orillia newsletter. Management is to follow up as to why advertising was not done separately.

(f) DS List of Rolling Questions

The Union made a number of amendments to the addendums provided at the February meeting. Management agreed to amend the list of open questions and to amend the issue tracking sheet.

In regards to the public consultation process, management stated that it was still waiting on the report. Management will provide the Union with a copy of the DS Transformation community consultation plan as soon as it is available. The Union inquired whether the process would be open to the general public. Management agreed to investigate the questions before the next MERC and look into getting a guest for the next meeting to clarify other issues.

Business Arising From Previous Meeting

Auditor General's Report

Presentation from Barbara Nawrocki to be rescheduled for next MERC meeting

Human Resources Staffing Strategy at FRO

The Union requested clarification regarding the plan at FRO. Management confirmed that as stated in the December minutes, the Human Resources Staffing strategy had not been finalized and that the plan was discussed in broad terms.

Employment Assistance Programs in OW and ODSP

The Union requested information and clarification regarding the current changes in EAPs in OW and ODSP, specifically the 20,000-40,000 noted in a 2004 recommendations report by Deb Matthews, Parliamentary Assistant. Management agreed to invite an appropriate speaker to the next meeting to answer all questions stemming from the report.

Mississauga LERC Referral – The referral refers to the Local Union's claim that ESS positions have undergone a substantial change and that they have felt that parts of their jobs have been privatised. The Union acknowledges having received letters from Martin Thumm stating that no changes in job classifications or job loss, but there is still concern from the Bargaining Agent. Management is to investigate the issue for the next meeting.

Windsor LERC Referral – The referral makes reference to perceived pressure from management to conduct desk side interviewing in the Windsor OSDP office. Such behaviour is perceived by the Local as a violation of a previous memorandum of settlement which calls for desk side interviewing to be purely optional. The Union also noted the health and safety concerns regarding this practice. Given the health and safety concerns, management will respond before the next MERC.

Sault Ste. Marie LERC Referral – The Local is concerned that AMAPCEO members are doing the job of OPSEU workers. Management is to follow up and provide a response.

MCYS Survey – Management informed the Union that they are beginning to review the survey. Management stated that if the information for the survey is ready, it will be provided before the next MERC.

Scented Products Policy – offline discussion with Co-Chairs

Provincial Budget – The Union inquired if there was going to be any impact upon our Ministry as a result of the provincial budget. Management agreed to follow up on the issue and reaffirmed to the Union that it would need to disclose any impacts beforehand.

Article 1.4 – The Union proposed a customized format for the new position and classification information the Employer is obligated to provide under Article 1.4. Management reiterated what was discussed at CERC on the issue, that the information on the customized format exceeds what is called for in the collective agreement. However, if there are concerns regarding the organization of the data, it will be addressed immediately. Additionally, Management stated that an old job spec is available, it will be provided.

Unclassified Listing – The issues concerning the data quality on the unclassified list remain. While the WIN has a rehire field, the WIN extract does not. This has been causing many of the problems. The ticket has been elevated to Tier 2 in OSS. Management to continue to update the Union as progress is made.

Mould at 10 Rideau St., Ottawa – The indoor air quality continues to be safe and is unlikely to cause adverse health effects. Management continues to monitor the situation on a regular basis. The most recent test was February 23rd by Dr. Om Malik. A verbal report indicated no problematic issues or areas. A formal report is expected soon. The Ministry is currently investigating sites for relocation.

RBP Process – Management asserted, upon review of the past minutes, that no disclosure was given regarding the RBP process at a previous MERC. Management requested particular references in order to clarify the issue.

OPS Ideas Campaign – Management to provide information on the status of the implementation of recommendations.

October and December Minutes – The parties signed off on the minutes

February Minutes – to be reviewed by Management and redrafted

August Minutes – The Union tabled an amended preamble. Management is to respond before the next meeting.

Meeting Adjourned – 2:48pm

Next Meeting:

Date: June 6th, 2006

Place: 24th Floor, Boardroom 24(A), 2 Bloor St. W.

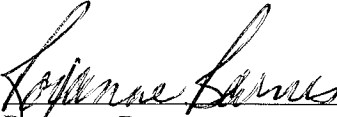
Time: 10:30am to 2:30pm

Ministry of Community and Social Services

MERC Minutes of April 4th, 2006 approved on June 06/06 by:



Colette Kent
Co-Chair
Human Resources Branch



Roxanne Barnes
Co-Chair
OPSEU