

MEMORANDUM

Ontario Public Service
Employees Union

OPSEU



SEFPO

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

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

FROM: Brian Gould, OPS Supervisor/Negotiator

DATE: February 21, 2007

SUBJECT: **Ministry of Community and Social Services –
ODSP Sub-Committee
ERC Minutes – December 12, 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.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,

100 Lesmill Road,
Toronto, Ontario
M3B 3P8

e-mail: opseu@opseu.org
www.opseu.org

100 chemin Lesmill,
Toronto, Ontario
M3B 3P8

courrier électronique
opseu@opseu.org
www.opseu.org

Tel: (416) 443-8888

Fax: (416) 443-9670

Ontario:

Toll free: 1-800-268-7376

TDD:

(416) 443-9898

or

1-800-663-1070

Leah Casselman
President

/jmh
att.

Brian Gould
OPS Supervisor/Negotiator

CC: MERC Chairs
Ministry ERC

“CONFIDENTIAL TO LABOUR RELATIONS”

1.0 Minutes

1.1 Review of the November 2006 Minutes

- The Union provided their revisions to the November 2006 minutes.

Action Item: Revise the November 2006 minutes for sign off by the Union at the next meeting.

2.0 Business Arising

2.1 Review of Action Items

- Action Items from the November 2006 minutes were reviewed.
- SAMO will provide an update to the group based on information received from the ODSP Branch regarding the possibility of providing a list to ODSP staff of what is covered under the Ontario Drug Benefit (ODB) to support the implementation of the Special Diet Allowance.

Action Item: Provide an update once a response is received from the ODSP Branch regarding the list of what is covered under the ODB.

2.2 Joint Problem Solving Process (JPSP)

2.2.1 Review of Schedule “A” – Training Curricula/Communication Protocol

- SAMO is working with the Performance Management Branch (PMB) to coordinate the integration of the End to End Training, Comprehensive Training Plans and the Professional Development Training to the “LearnerWeb”. A web-based presentation will be provided by PMB to SAMO to demonstrate the functionalities of the program. SAMO will provide an update to the Subcommittee at the next meeting.
- The Union raised the issue of inconsistency among regions in applying the guidelines outlined under the Communication Protocol released in December 2005. The group agreed to revisit the document for possible improvement. SAMO will also ensure that guidelines are being followed corporately, in particular, a clear statement at the beginning of the document as to whether the document needs to be shared with the staff and the timeframe for distribution.

“CONFIDENTIAL TO LABOUR RELATIONS”

Action Items:

- 1. SAMO to provide an update regarding the LearnerWeb at the next meeting.**
- 2. Revisit the Communication Protocol for possible improvement.**

2.2.2 ODSP Service Delivery Framework Evaluation – Update

- A follow-up communication has been sent to all ODSP staff to clarify the process for accessing the evaluation survey website and the issue of accessing the survey with two different e-mail addresses.

2.2.3 Interest-Based Problem Solving (IBPS) Workshop – Update

- Six trainings sessions covering three regions have been completed to date.
- The pre-workshop teleconference conducted by the IBPS Support Team with the Hamilton/Niagara Region went well.
- The IBPS Support Team will continue to hold pre and post-workshop teleconferences and will look at the possibility of having the roll-up of participants' evaluations prior to post teleconferences.

2.3 ODSP Workload

- A communication will be sent to regions shortly to initiate discussions on ways to better manage work in ODSP. This will be a solution-focussed activity and will involve participation from both management and the Union. Feedback will be brought back through the ODSP Management Network.
- The Union will look at the possibility of releasing a message to promote the activity to the staff.

Action Item: The Union to look at the possibility of releasing a message to promote the activity to the staff.

2.4 Social Assistance Program Delivery Business Architecture (SABA) Project

- Deferred to the next meeting.

Action Item: Add to the agenda of the next meeting.

“CONFIDENTIAL TO LABOUR RELATIONS”

3.0 New Business

3.1 Mandatory Special Necessities (MSN) Review – Update

- There is no progress with regard to the MSN review project since the Project Team’s first teleconference. SAMO to update the group if there are further developments.

3.2 Special Diet – Internal Review (IR) Statistics

- Statistical reports on IR requests based on the Special Diet Allowance are not available from all regions. The Union agreed to withdraw its request for this information as it will no longer serve the purpose for which it was originally requested.

4.0 Other Business

4.1 2007 Meeting Schedule/Locations

- The proposed 2007 Meeting Schedule was discussed. SAMO will revise and bring back to the group for confirmation.

Action Item: Bring back revised schedule to the group for confirmation.

4.2 Invitation to the Director of Policy Branch

- Both parties agreed to invite the Director of the ODSP Branch to attend some future meetings of the Subcommittee.

Action Item: Send an invitation to the Director of the ODSP Branch.

5.0 Meeting Adjourned

Approved on Feb 14, 2007 by:



Martin Thamm
Management Co-Chair



Norm Pilon
OPSEU Co-Chair