

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: Brian Gould, OPS Supervisor/Negotiator

DATE: May 14, 2009

SUBJECT: **Ministry of Community and Social Services –
ODSP Sub-Committee
ERC Minutes – April 22, 2009**

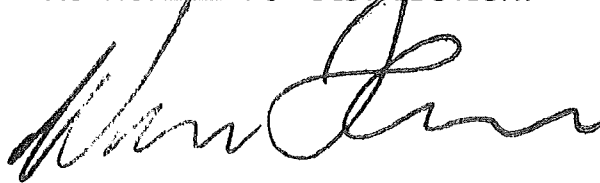
Attached, for your information, are the minutes of the above captioned meeting.

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.

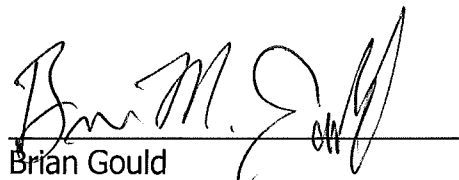
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:



Warren (Smokey) Thomas
President

IN SOLIDARITY,



Brian Gould
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/az
att.

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**“CONFIDENTIAL TO LABOUR RELATIONS”
DRAFT MINUTES**

1.0 Business Arising

- Ira Matthews was introduced as the new recorder for the Subcommittee.
- Roundtable introductions were provided.
- The Union requested an update on the Audit as an addition to the agenda.

1.1 Review of Minutes/Action Items

- The outstanding meeting minutes for August 2008, September 2008 and March 2009 were signed-off.
- The Action Items Tracking tool was reviewed.
- The Union questioned whether developmental services clients residing in institutionalized settings would still require a regular Consolidation Verification Process (CVP) review or whether a different timeframe could be considered.
- Management advised that the ministry is looking at moving towards a “risk-based” approach to CVP and that this question would need to be considered as part of that process.

1.2 New Process for Revision of Minutes

- The parties agreed to a new process for the review of minutes.
- Union revisions will now be provided electronically in advance of the meeting.
- The review of the minutes at meetings will be to facilitate sign-off only.

1.3 Service Delivery Model Technology (SDMT)

- A question was raised regarding the purpose of an “Internet Upload” button recently added to the SDMT.
- The internet upload feature has been added to the SDMT to support an online application pilot for Ontario Works currently active with the City of Toronto and the Algoma District Social Services Administration Board (DSSAB).
- The pilot is currently in operation for these sites only and clients are being surveyed throughout the process.
- A report back on the pilot is expected in the fall of 2009 and the process may be considered for ODSP in the future.
- It was suggested that a presentation on the results of the pilot be added to the agenda in the fall.

Action Item: Add presentation of Ontario Works On-Line Application pilot to the agenda in the fall 2009.

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1.4 Medical Reviews

- Management provided an overview of the Implementation of Medical Reviews.
- During the one-year implementation period, approximately 100 cases per month will be reviewed.
- The local offices will be responsible for the initial early notification phone call to clients. They will also be responsible for the calculation and notification to clients of any changes in their income support, as well as addressing any appeals related to the calculation.
- The DAU will support the other functions associated with the medical review process.

1.5 Audit Update

- An update on the status of the Provincial Audit of ODSP and Ontario Works was provided.
- The Audit team began their review in the fall of 2008 and have completed three ODSP site visits as well as site visits at the Disability Adjudication Unit and the Overpayment Recovery Unit.
- A high-level draft report for ODSP is expected from the Auditor in June and the draft report for Ontario Works is expected in July.
- The ODSP offices that received a site visit will each receive their own detailed findings report.
- The ministry will have an opportunity to respond to the draft report and a final report is expected to be completed in November or December 2009.

2.0 New Business

2.1 ODSP Modernization

- An in camera discussion on ODSP Modernization was held.

3.0 Meeting Adjourned

Approved on May 12, 2009 by:


Maxine Daley
Management Co-Chair


Stuart McInnes
OPSEU Co-Chair