

**M E M O R A N D U M**

**TO:** All Presidents with members in the Ministry of Community Safety & Correctional Services  
All Stewards in the Ministry of Community Safety & Correctional Services

**FROM:** Brian Gould, OPS Supervisor/Negotiator

**DATE:** September 20, 2007

**SUBJECT:** **Ministry of Community Safety & Correctional Services ERC Minutes – November 20, 2006**

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

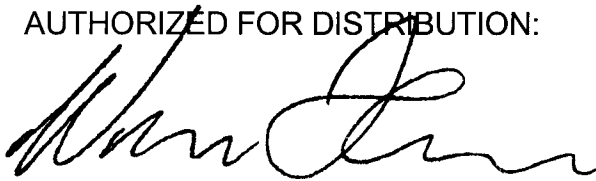
Please post or otherwise make them available to the members in your workplaces.

Please use the 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.).

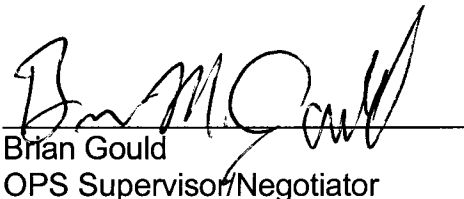
**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY



Warren (Smokey) Thomas  
President



Brian Gould  
OPS Supervisor/Negotiator

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att.

cc: MERC Chairs  
Ministry ERC

**MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING**

**Monday, November 20, 2006  
Central North Correctional Centre**

Attending for the Ministry

Mr. Mickey Stephenson (Co-Chair)  
Mr. Don Chillman  
Mr. Peter Lesperance  
Ms. Christina Danylchenko

**Regrets:**

Mr. Paul Fleury  
Mr. David Walker

**Guests:**

Mr. Phil Clough, Superintendent, CNCC  
Ms. Nancy Brett, Admin. Ass., CNCC,  
Minute Recorder

Attending for the Union

Mr. Dave Graves (Co-Chair)  
Mr. Gord Longhi  
Mr. Len Mason  
Ms Sandra Harper

**Guests:**

Mr. Barry Doyle, Orillia OPSEU

	Item	Discussion	Resolved/Action
<b>New Agenda Items</b>			
	<b>Opening Comments</b>	Management and Union Co-Chairs acknowledged the cooperation between the parties with respect to the Transition Agreement and subsequent transition work returning CNCC to the OPS.	Management and Union thanked the negotiating team members from MGS, Ministry and the Union. It was noted that holding the November '06 meeting at CNCC was in recognition of the importance of the positive labour relations as the Administration, Union, and employees embark on a new public operation. Management and Union thanked the Administration and the Local OPSEU Executive for hosting this meeting.
1.	<b>Cross Ministry Laterals and Job Trades</b>	Union stated there is a problem with the implementation of the cross ministry lateral transfer and job trades agreements between MCSCS and MCYS. The spirit and intention of the agreements is not being complied with.	Union would like the senior levels of both Ministries to discuss and resolve this issue. The Union needs cooperation in terms of the agreement. Management will bring forward to the MCYS.
2.	<b>HR Transformation</b>	Mr. Dave Walker to present a slide presentation.	Slide presentation will be held at next meeting in February 2007.
3.	<b>Staff Development Opportunities</b>	Union is concerned that members are not being offered the opportunity of appointment to Short-Term Duty Assignments, which could further their career. Union members would like fair and equitable treatment.	Management will discuss with the new ADM of Workforce Effectiveness Unit. New ADM to be invited to future MERC meeting to discuss role of the Workforce Effectiveness Unit. Please note, the Short-Term Duty Assignment Policy is under grievance.
4.	<b>Independent Medical Examination Policy</b>	Management indicated that as a result of a grievance MOA, a protocol/policy for requesting IME's, including the type of information that is requested and the parameters for the policy needs to be developed.	Management and Union to provide the names of those who will participate on this sub-committee. MCSCS Corporate will follow up in the New Year.

	Item	Discussion	Resolved/Action
5	<b>Independent Investigation Unit (I.I.U.)</b>	Management advised the Union that this Unit is being decommissioned and staff are receiving their pre-closure letters today.	Management advised that the Workforce Effectiveness Unit is assuming responsibility for conducting WDHP related investigations.
6	<b>Central Region Institution Surplus Issue</b>	Union wanted confirmation on the contract status of the a physiologist position at the Ontario Correctional Institutes.	Staff Relations to follow-up
7.	<b>Closing Comments</b>	Management and Union acknowledged the positive labour relations at the MERC table during the past several years and acknowledge the work of individual members of the MERC Committee, who will not be continuing on as members of the Committee	Committee Members noted: Barry Scanlon Dave Graves Len Mason Rick Dagenais Paul Fleury
<b>Previous Agenda Items</b>			
1.	<b>Training and Development Subcommittee</b>	No discussion	Deferred until after OPSEU elections. Bring forward to MERC committee in February 2007.
2.	<b>Unclassified Correctional Officer Subcommittee</b>	No discussion	Deferred until after OPSEU elections. Bring forward to MERC Committee in February 2007.
3.	<b>Update RPM's/Rollovers/Laterals</b>	MERC Transition committee provided update. RPM Agreement for Maplehurst/Toronto West Detention centre implemented. Employee letters issued and it appears that one individual has turned down the opportunity for a Classified Correctional Officer position.	Staff Relations and MERC Transition Negotiating Committee to follow up and identify the vacant RPM position. Since this is the last RPM Agreement both parties agree to remove this item from MERC Agenda. Transition to follow up on filling the one dovetailed RPM at the West.
4.	<b>Staffing Strategy P &amp; P</b>	Staffing Strategy Agreement signed October 26, 2006.	Final part of the process will be concluded November 21, 2006, followed by competitions.

	Item	Discussion	Resolved/Action
5.	<b>Status Update: Mimico and CNCC</b>	<p>MIMICO Update:  Management disclosed to the Union that the decommissioning of the Mimico Correctional Centre will not occur at this time. Union and Management signed a memorandum of Understanding with respect to intermittent operation at the Mimico correctional Centre meetings have been scheduled for the employees of Mimico Correctional Centre to discuss the MERC Agreements and the future of the operation.</p> <p>CNCC Update:  Both Union and Management remarked on the successful transition of CNCC back to the public sector. The Transition Agreement at CNCC includes future labour relations training, Stage Two Grievance training and Med/Arb training</p> <p>The Tucker System for scheduling overtime, vacations, shift schedules and escorts was also discussed.</p>	<p>Management and Union to hold information sessions at Mimico Correctional Centre.</p> <ul style="list-style-type: none"> <li>• Labour Relations and Grievances – Stage 2 and med/arb training will be scheduled for the end of February, beginning of March 2007.</li> <li>• Med/arb process for existing disputes will be held Dec 11/06.</li> <li>• It was agreed that the OPSEU Pension Trust would conduct a one day 3 session presentation on pension entitlements for the week of Dec 11/06 at CNCC.</li> <li>• Union would also like to do joint LERC training with CNCC in the new year.</li> <li>• Union discussed introducing the new Overtime Protocol CNCC. This issue will be discussed at the next Overtime Protocol Committee and will also be discussed at the next local Occupational Health and Safety Committee Meeting which is being held at CNCC.</li> </ul>
6.	<b>Attendance Stats for ACC</b>	Request for ACC Attendance Stats	Human Resources Director to have Employee Relations to follow-up with request.
7.	<b>Post Audits: Chatham Jail/Stratford Jail</b>	Union to take the lead.	Union is in discussion with D. Hatt Acting Regional Director, AIS , Western Region
	<b>Hiring Practices</b>		Item will be removed from the agenda and

	Item	Discussion	Resolved/Action
8.			committee members will be advised
9.	<b>New Ministry Identification Badges</b>	This issue was initially raised as an Occupational Health and Safety concern.	Ministry gave final approval to the new Ministry Identification Badge and is currently proceeding with a communication to the field from Steve Small, Director, Operational Support.
10.	<b>Employee Assistance Resource Manual</b>	Human Resources Director, issue.	Deferred until after OPSEU elections. Bring forward at February 2007 MERC meeting.
11.	<b>Proposed Memorandum of Agreement Appendix 24</b>	Outstanding issue management reviewing.	Deferred until next meeting in February 2007.
12.	<b>Update Mimico Correctional Centre</b>	Article 20 surplus issues about four Mimico CC employees were discussed.	These issues are currently at Joint Employment Stability Subcommittee (JESS).
13.	<b>Labour Relations Thunder Bay Jail and Thunder Bay CC</b>	Union stated that labour relations at the Thunder Bay CC are working, however the labour relations atmosphere at the Thunder Bay Jail are challenged. Some of the issues noted by the Union are the continuous request for the compliance audit of the Thunder Bay Jail regarding posting and overtime, which the Union is requesting from Regional Office. Union noted that the Report provided was edited and sections were blacked out. Requesting full report.	Staff Relations will look at Interest-Based Problem Solving training through the MOL. Next steps, will require consultation with the Regional Office.
14.	<b>Motor Vehicle Licenses and Using Work Address</b>	This issue was also raised as an Occupational Health and Safety concern.	Both sides agreed to take this item off the agenda. This topic will be deferred for discussion with HR – Staff Relations will discuss with HR regarding public policy for all employees, similar to MTO policy – License suppression Program Agreement.
15.	<b>P &amp; P Workload Subcommittee</b>		Parties agree to take this item off the agenda.

	Item	Discussion	Resolved/Action
16.	<b>Interest Based Problem Solving</b>		Parties agree to take this item off the agenda.
17.	<b>Bullying/Violence in the Workplace</b>		Parties agree to take this item off the agenda.
18.	<b>Rental Vehicles and Liability</b>	Discussion was held and the Union would like further clarification on travel policy/rental vehicle and liability issue. Further consultation required with CERC.	Staff Relations to clarify indemnity clause: can insurance be bought and what does it cover; can BMO card be used; who is responsible for deductible?
19.	<b>Request for Quarterly production and/or as required of Appendix 24 Unclassified Seniority hours for each institution and P&amp;P office develop MOA</b>	Discussion was held on unclassified Correctional office RPM process. Union recommended that Management establish a provincial wide tracking system to record unclassified CO hours worked	Superintendents need to set up tracking system for unclassified Correctional Officer hours and Management to provide a report to the Union on a quarterly basis (could be monthly depending on institution). Staff Relations to follow up on proper calculation of hours for unclassified correctional officers on maternity and sick leave.
20.	<b>Workload Measurement Tool</b>		An update will be provided at Workload Sub-Committee.
21.	<b>Probation and Parole Office Restorations</b>		Parties agree to take this item off the agenda
22.	<b>MCSCS/MCYCY/MCSS MOA Update</b>		No update – Further discussion on this item is deferred until the next meeting.

16. Next Joint Meeting: February 6, 2007

– Location Ontario Correctional Service College

  
FOR THE UNION

  
FOR MANAGEMENT

DATE

~~Apr 24, 2007~~

DATE

April 25, 2007