

MEMORANDUM

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: October 05, 2007

SUBJECT: **Ministry of Community Safety & Correctional Services ERC Minutes – May 29, 2007**

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.).

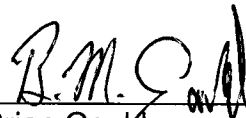
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor/Negotiator

/gi
att.

cc: MERC Chairs
Ministry ERC

**Ministry of Community Safety and Correctional Services
Ministry Employee Relations Committee**

Minutes of May 29, 2007 Meeting
5757 Coopers Avenue, Mississauga

Attendees:

For the Union

Dan Sidsworth (Co-Chair)
Gord Longhi
Paul Johnstone
Sandra Harper

For the Ministry

Michael Stephenson (Co-Chair)
Bill Cooney
Edward Johnson
Don Chillman
Christina Danylchenko
Mary-Jo Knappett

Regrets:

Eduardo Almeida

Barry Thomas
David Walker

Note Taker:

Lise Ledoux

- ✓ **Presentation Future Toronto South Institution and South Western Institution:**
Anna Gulbinski, Senior Project Officer, Toronto South DC and Mike Wasylyk, Project Manager, South West DC Project, provided the MERC committee with a presentation on the current status of the above noted projects. Following the presentation the Union raised a number of questions. Union stated they received a commitment to be active participants in the development of the design concept for both projects. Union expressed disappointment that the project has proceeded to its current status without having been invited to focus groups and other meetings by Management. The Union indicated that they were led to believe that they would be invited to participate in all aspects of the design stage. Union concerned that the conceptual design phase is complete and they have not been included in any consultation meetings to date.

Action: Management to forward concerns to Senior Ministry Officials and other stakeholders, and follow-up.

NEW BUSINESS

1. **Union Requesting Statistics on the Number of Unclassified Contracts (AIS and ACC)** – Union requesting a written response.

Action: Management to provide at the next MERC meeting.

2. **Union Requesting Number of Current Vacancies in AIS** – Union requesting a written response.

Action: Management to provide at the next MERC meeting.

3. **Nursing Graduate Guarantee Program** – Union questioned if the ministry is participating in this program. Management advised that no current plans to participate in above noted program, however, will use Nursing Graduate Portal for recruitment purposes.

4. **Enhanced Intensive Supervision Policy H&S Workload Impact Concerns** – Union concerned that this initiative is moving forward at an unprecedented pace and this may impact on workload and result in health and safety issues

Action: Management to provide update at next MERC meeting.

5. **PPO Credentials** – Following a detailed discussion Management advised that this case is currently under review by Fiona Crean, ADM Workforce Effectiveness Branch and Michael Simpson, ADM, Adult Community Corrections.

Action: Under review.

6. **Suspensions with Pay** – Union tabled a draft MOA on suspensions with pay pending the outcome of disciplinary investigations.

Action: Management will review and provide feedback at the next MERC meeting.

7. **Disclosures: Integrated and Dedicated Youth Justice System-**

Action: Deferred until further information available from Management.

8. **Invitation to Regional Directors to attend MERC**

Action: Management will forward to regional directors.

9. **P&P Training Platform: Changes to P&P Basic Training**

Action: Management will invite Director, Ontario Correctional Services College at a future meeting.

OUTSTANDING ISSUES

1. **Correctional Officer Recruitment Policy** - Union submitted recommended changes to the current Correctional Officer Recruitment Policy. Requesting feedback. Additional request from the Union asking to be observers during competition process.

Action: Deferred for Management response.

2. **Ontario Correctional Services College** – Union has made a request to have a joint information session at all Correctional Officer training sessions (new recruits) to review rights and entitlement under the Collective Agreement.

Action: Deferred until next meeting.

3. **Overtime Protocol Agreement** – Overtime Protocol Sub-Committee has been brought back to the MERC table. Union members are Dan Sidsworth, Paul Johnstone and Emidio Casullo (PJOHSC). Anthony Valaitis is the management representative in Barry Thomas' absence.

Action: Union and Management to set a meeting date.

4. **Mediation/Arbitration Protocol** – Mec/Arb process is back on track at 8 institutions. Union and Management to meet on April 30, 2007 to discuss the Med/Arb protocol. Med/Arb dates have been jointly set. Union expressed concern that there are not enough meeting dates with respect to the volume of grievances.

5. **Workforce Analysis Project:**

- a. **Metro Toronto West Detention Centre** – Union and Management to schedule a meeting with Central Region Director, institutional administration and local OPSEU Executive.

Action: Underway.

- b. **Vanier Centre for Women** – new positions identified, business case being brought forward. Local is satisfied at this time.

Action: Complete.

6. **Training and Development Committee** – Union provided a copy of a draft MOA.
- Action:** Committee to review the draft MOA and provide comments by the next MERC meeting.
7. **Unclassified Correctional Officer Sub-Committee** – Union representatives are Dan Sidsworth and Fawad Dahmi, Unclassified Correctional Officer, Maplehurst Correctional Complex.
- Action:** Management side to provide names of committee members and jointly establish a meeting date.
8. **Staffing Strategy Probation and Parole** – meeting occurred – Union would like a commitment that unclassified PPOs with full year and basic training to be given interviews during future open competitions.
- Action:** Management to respond to Union's request.
9. **Status Update:**
- **Mimico CC** – Meeting scheduled for June 5, 2007.
 - **Central North CC** - Transition complete with implementation on new Compressed Work Week Schedule on June 4, 2007
10. **Attendance Stats for Adult Community Corrections and Adult Institutional Services**
- Action:** Provided to the Union.
11. **Post Audit at Chatham Jail**
- Action:** Report to be provided to Union Co-Chair – remains outstanding.
12. **Employee Assistance Resource Manual**
- Action:** Deferred at the request of the Union.
13. **Appendix 24 MOA** – stage two meeting was held with MGS on May 23, 2007. Staff Relations Officer, Eastern Region was in attendance and participated in Stage 2 meeting.
- Action:** Bring forward, Union waiting for response from MGS.

14. **Labour Relations Regional Meetings** - Union provided an updated draft MOA for the establishment of Regional Labour Relations Councils for AIS.
Action: Management Co-chair to forward, draft MOA to AIS ADM and AIS, Regional Directors. Update to be provided at next MERC meeting

15. **Unclassified Straight Time Correctional Officer Hours** – Management confirmed that the HPRO computerized overtime tracking system is able to track Unclassified Correctional Officer hours.
Action: Management to provide quarterly report (April 1, 2007 to June 30, 2007) at the next MERC meeting.

16. **MCSCS / MCYS / MCSS - MOA Update** – Union advised that new OPSEU President, Mr. Thomas has sent a memorandum to MGS requesting status of above proposal.
Action: Outstanding.

17. **Cross Ministry Laterals/Job Trades** – Union is requesting an extension to existing Inter-Ministry Agreements that expire on December 31, 2007.
Action: Management to bring forward response at next MERC meeting.

18. **Independent Medical Examination Policy**
Action: Deferred.

19. **Compensating Time Owing Carryover** – Management provided the policy that is posted in institutions. Management Co-chair requested Regional Directors to advise of any exceptions to the direction given.
Action: Update to be provided at the next meeting.

20. **Justice Engagement Desktop Management Consolidation Project (DMCP)** Potential Bargaining Unit Impact and Timelines – HR advised that there is no impact to MCSCS.
Action: Complete.

21. **London Centre P&P Office Relocation** – given notice that they must relocate from the courthouse.

Action: Discussions ongoing.

22. **St. Lawrence Valley Correctional & Treatment Centre FTU Update** – Management is currently in discussion with Royal Ottawa Hospital for service agreement. Anticipate resolution by end of June 2007.

Action: Outstanding.

23. **P&P Case Management Review Teams / AIS and Actors Conducting Performance Appraisals**

Action: Deferred until next meeting.

24. **Stratford Jail Cook RPT to FT**

Action: Update next meeting.

25. **Registered Practical Nurse (RPN) Pilot Project**

Action: Management to organize presentation for MERC Committee and provide further update.

26. **Selection Process for Duty and Development Assignments in Adult Community Corrections** – Union requesting Management to establish a fair and equitable process for Probation Officers to access specialty positions.

Action: Recommendations with the ADM for review. This item was referred to Probation and Parole Workload Subcommittee.

STANDING ITEMS

1. **SAROC** – Phase 1 Facilitators Training currently in second week of training. Local SAROC Committee training and orientation (Phase 2) scheduled for June 18th and 19th, 2007. MERC Committee members scheduled to attend SAROC meeting in September 07'. Next SAROC meeting June 14, 2007 at Maplehurst Complex.

Action: Status update.

2. **Labour Relations** – Management provided with a copy of the Implementation Map (building foundations/supports for Phase 1 (June 2007 to October 2007) and Phase 2 (October 2007 to March 2008).

Action: Deferred.

3. **HR Transformation Update**

Action: Deferred.

4. **Update new Ministry Identification and Badges** – as of March 31, 2007, 1520 identification and badges were provided and 2354 are outstanding.

Action: Management to update distribution status at next meeting.

5. **Interest Based Problem Solving training (IBPS)** – Management advised that the ADM and AIS Regional Directors reviewed IBPS Training issue on May 24, 2007. Lucy Neal provided background information and as a result it has been determined that Two Training Sessions will be scheduled in September / October in the Northern Region (Sault Ste. Marie and Thunder Bay). Northern Regional Director to identify two management members to work with Union and Ministry of Labour on training curriculum. Employee Relations Unit to establish contact with Ministry of Labour and work with the Union and Regional Director. At this time Lucy Neal to assist with coordination and organization. Union advised that Scott Andrews, Dan Sidsworth and Curt Bishop are Union representatives. It was suggested, that Management and the Union need to establish firm dates for all IBPS training for each of the regions as soon as possible. It has also been recommended that a sustainability component needs to be established as part of the IBPS initiative.

Action: Management and Union leads to proceed with coordination plans. Update to be provided at next MERC Meeting.

NEXT MEETING

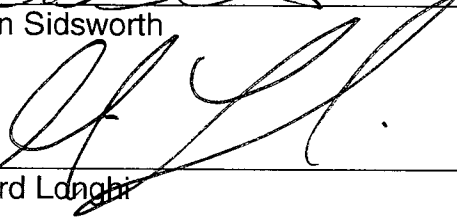
Tuesday, July 31, 2007 - 10 a.m.

Eastern Regional Office
25 Heakes Lane, Kingston

For the Union:

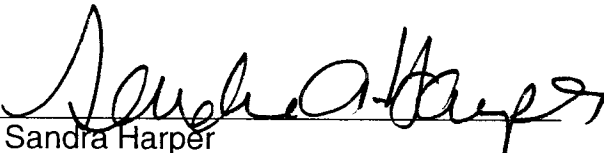


Dan Sidsworth



Gord Longhi

Paul Johnstone



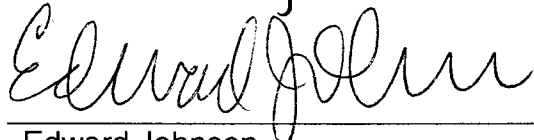
Sandra Harper

For the Ministry:

Michael Stephenson



Bill Cooney



Edward Johnson



Don Chillman



Christina Danylchenko