

MEMORANDUM

TO: All Presidents with members in the Ministry of Culture
All Stewards in the Ministry of Culture

FROM: Brian Gould, OPS Supervisor/Negotiator

DATE: May 22, 2009

SUBJECT: **Ministry of Culture**
ERC Minutes May 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.

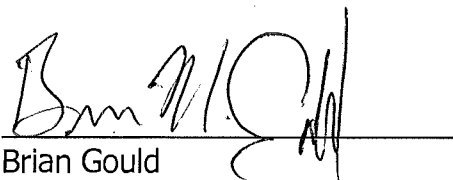
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor/Negotiator

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att.

cc: MERC Chairs
Ministry ERC

MINISTRY OF CULTURE
MERC MEETING MINUTES

Date: May 22, 2009

Location: 400 University Ave, Boardroom 3B, Toronto

FOR OPSEU:

John Carter (Co-Chair)
Anthony Marinucci (OSC)
David Pohlko (OSC)

Judith Marion (Job Security Officer)

FOR THE EMPLOYER:

Mary Ferguson (Meeting Chair)
Raina Wells (OMDC)
Bob Hogan (OSC)

Ann Fowler (Advisor)

Guests: Deputy Marg Rappolt, Joanne Bénard, James Hamilton, Todd Kilpatrick, Richard Moorhouse, Richard Mortimer, Patricia Powell

Recorder: Cathy Luna (Human Resources)

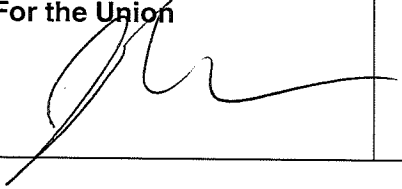
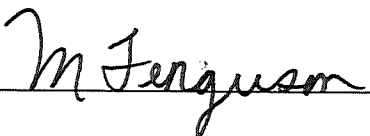
AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
1. DEPUTY MARG RAPPOLT (Guest)	Deputy Rappolt provided an updated on ministry priorities, key initiatives, and budget announcements and also re-affirmed her commitment to the functional based model.	
2. REVIEW OF MEETING MINUTES	Minutes of September 25, 2008, meeting are signed and posted.	No further action required.
3. BUSINESS ARISING: (Updates)		
a) Confirm 2009 meetings and meeting logistics.	September 16, 2009 at OPSEU (31 Wellesley E) November 26, 2009 at OMDC.	

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	<p>Committee agreed that meetings will be 3 hours in length from 9:30 a.m. to 12:30pm noon and that we will attempt to keep guests to their allocated time frame of 15mins.</p> <p>Union raised concerns about the unequal number of members on both Union and Employer side and is seeking clarification from the Employer on this matter.</p>	Employer to respond.
b) Laser Printers re: recent reports	<p>Management confirmed that this topic is at the JHSC at 400 University Avenue and that a sub-group was formed but has not had an opportunity to do their walk through.</p> <p>The Union advised that they have forwarded the issue to CERC for OPS-wide consideration and is awaiting report back from CERC.</p>	Move to standing item.
c) MERC Terms of Reference	<p>Union indicated that the MCI MERC Terms of References are almost finalized and asked if committee could review those T.O.R and adjust it to MCL MERC.</p> <p>Employer will forward MCI T.O.R. for committee's review.</p>	Management will forward the MCI MERC T.O.R.
d) Emergency Planning	<p>Emergency Management Coordinator provided information related to the Emergency Management Program and confirmed that MCL is a continuity operations ministry.</p> <p>Coordinator indicated that the emergency management program encompasses prevention, preparedness, response and recovery activities and initiatives and that there is information available to all staff on the Ministry Intranet.</p> <p>REA Consultant was hired to assess risks and threats across the OPS and a Report was drafted. EMO is attempting to present the report corporately to the OPS multi-bargaining agents.</p>	REA Report to be discussed at MERC when information is available. Ontario Science Centre LERC will discuss OSC's emergency management program at that level.
e) Unclassified Wages	<p>Management reported back on ministry practice as of Fall 2008. Management discussed the new changes to the collective agreement which should conclude this issue.</p> <p>Union raised concerns about the implementation of this new change for existing contracts and noted to management that they would not be opposed.</p>	Remove from agenda.

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	Management confirmed that the implementation of this change is effective on date of ratification.	
4. STANDING ITEMS		
a) Expenditure Management and RbP – Update	Management provided information related to the 2009 Ontario Budget and confirmed that the RbP briefing books will be distributed to the committee when it is available. Management also indicated that the Provincial Budget book contains key information that impacts various ministry programs and initiatives positively.	Management to provide an update at the next meeting.
b) OPS Staff Survey 2007–OHT	<p>OHT Management indicated that the 2007 survey results represented the combined results from a number of MCL agencies and as a result, separate OHT results were not available.</p> <p>OHT reviewed key themes resulting from the 2007 survey in the areas of 1) opportunities for growth and advancement 2) learning & development opportunities 3) leadership practices and 4) organizational communication.</p> <p>It is suggested that the 2009 survey will allow a break-out of OHT’s individual results.</p> <p>Union raised concerns that the 2009 survey asked questions related to demographic questions and asked why these questions were asked. Union also raised concerns related to confidentiality of the survey.</p> <p>Management indicated that collecting detailed demographic information related to the dimensions of diversity. Employees did have the option to not answer the question and any responses from the survey are kept strictly confidential. Management will propose some changes proposed by the Union to enhance the survey’s confidentiality.</p>	Management has been advised that survey results will be available in late June.
c) Unclassified List	Management will provide unclassified lists once available and are aiming to provide it under separate cover within a week. Management confirmed that there are no Group 3 seasonal positions within MCL.	Management to provide list.

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
5. NEW BUSINESS		
<p>a) Request for Job Description</p>	<p>The Union indicated that a request for a job description since the reorganization has been delayed.</p> <p>Management apologized for the delay and indicated that the job description is now finalized and a copy has been distributed to staff members.</p> <p>Management confirmed that managers are responsibility for the drafting of the job descriptions and thereafter, will be provided to the Human Resources Advisor in the Regional Services Delivery Centre and they will forward the job description to the Enterprise Classification Unit (ECU) for a confirmation of classification which can take a number of weeks.</p> <p>The Union also noted that another reclassification at the Ontario Science Centre took over one year for the reclassification to occur.</p> <p>Management set out that it while it could not speak to the individual circumstances described, a one year wait for a reclassified job specification is not the norm. There are two types of situations – where a new position emerges versus revision to an existing job description. In all cases, the Enterprise Classification Unit has the delegated authority to review and classify the position description. Clearly where an entirely new position description is being created the time to reclassification can be longer than when an existing position description is being revised. Management indicated that the Union should bring forward any specific items for discussion, and Management would look into these situations.</p>	<p>Remove item from agenda.</p>
<p>b) Update on space Allocation Post Culture Liaison Unit Move</p>	<p>Union confirmed that the move was disclosed, however, information related to space allocation has not been shared with staff yet.</p> <p>Management indicated that space allocation discussions are still underway and it is anticipated that it will be finalized within a couple of weeks.</p> <p>Union raised concerns that as staff would be working there, staff input related to how space is allocated and used would be valuable as part of the decision making process. Management indicated that they will discuss this recommendation with the team and will respond back.</p>	<p>Management's response will be provided to HR and then distributed to co-chairs.</p>

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
c) WDHP concerns	<p>Union indicated that there have been a number of WDHP complaints and investigations in the Ministry.</p> <p>The Union suggested that LERC agreements could be amended to reflect the LERC's jurisdiction to discuss workplace harassment and bullying issues.</p> <p>While the parties agreed that items can be discussed at MERC that due to OPS wide implications, this item would be better discussed centrally at CERC. Management also directed attention to Bill 168 (amendments to the OHSA) which looks at workplace violence and harassment. Note this Bill received First Reading on April 20, 2009.</p>	MERC to refer to CERC.
NEXT MEETING:	September 24, 2009 at OPSEU Office.	

For the Union 	Date May 22, 2009	For the Employer 	Date May 22, 2009
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