

MEMORANDUM

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

FROM: Brian Gould, OPS Supervisor

DATE: March 2, 2010

**SUBJECT: Ministry of Culture
ERC Minutes February 23, 2010**

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

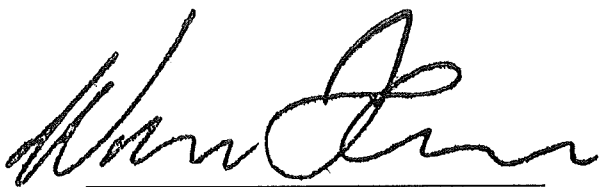
Please post or otherwise make them available to the members in your workplaces.

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 in the care of the Job Security Unit with all the supporting documentation, (e.g. minutes, correspondence, etc.), with any referrals.

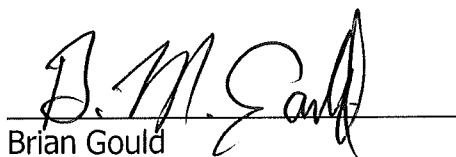
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor

/jk
att.

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à la FTO, au CTC
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MINISTRY OF TOURISM AND CULTURE

MERC MEETING MINUTES

Date: February 23, 2010

Location: OPSEU Regional Office, 31 Wellesley E.

FOR OPSEU:

John Carter (Meeting Chair)
 Anthony Marinucci (OSC)
 David Pohlko (OSC)

Judith Marion (Job Security Officer) - regrets

FOR THE EMPLOYER:

Bob Hogan (Co-Chair)
 Raina Wells (OMDC)
 Joanne Benard

Jared Friesen (Advisor)

Guests: Kenny Quan (Corporate Resources), Richard Moorhouse (OHT), Barbara Johnston (Culture Division)

Recorder: Cathy Luna (Human Resources)

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
1. Previous Minutes	Minutes of November 26, 2009, meeting are signed and posted.	
2. BUSINESS ARISING: (Updates)		
a) LERC referral to MERC	Co-chairs drafted a letter to MCL LERC co-chairs reminding them about the frequency and scheduling of meetings, sign-off, forwarding of minutes to MERC, and referral process. Letter was distributed to all MCL LERC co-chairs in January 2010. Committee indicated that items referred and resolved at MERC are reflected in the MERC minutes which are posted on the Ministry website and the OPSEU website. MERC co-chairs also will report back to their LERC counterparts.	Remove from agenda.
b) Year End Reporting of Ministry Grants	Management indicated that there is no change in process and grants continue to be processed by the Culture Programs Unit area and transfer payment monies are administered through the Agencies Unit. In 07/08, a \$15M investment was made for public libraries. This was a year-end investment commitment by the Government and is not an on-going grant. As it is not a grant, the Agencies Unit	OPSEU will refer to CERC.

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	<p>was instructed to transfer the investment to the Southern Ontario Library Service (SOLS). Management also confirmed that CIMS (Corporate Information Management System) is used as a tool to administer grants for programs. Management confirmed that there is no impact to OPSEU bargaining unit work.</p> <p>The Union continues to have concerns.</p>	
3. STANDING ITEMS		
a) MERC Terms of Reference	<p>With the amalgamation of the Ministry of Tourism and the Ministry of Culture, the committee agreed that the Terms of Reference will need to be refreshed to reflect the new Ministry of Tourism and Culture. The parties continue to meet and honour the spirit of the T.O.R.</p> <p>OPSEU proposed that the Job Security Officer could facilitate the drafting of the new Terms of Reference within OPSEU.</p>	Terms of Reference to be developed for MTC.
b) OPS Staff Survey 2009	<p>Management provided Employee Engagement updates related to their respective program areas:</p> <p><u>Culture Division:</u> The Division reported that the top four priority areas are Opportunities for Growth and Advancement, Leadership Practices, Organizational Communications and Learning & Development. Staff focus groups were held to engage staff further and five action teams have been created to lead the action planning further. The teams are: 1) IT and facilities related to support and tools 2) Orientation 3) Managing requests 4) Learning and training and 5) Leadership practices. Staff have self-identified their interest to participate on each team, and the Leadership Practices team is being led by the ADM, Culture Division. Each team is currently meeting and information can be found on the Division's Sharepoint.</p> <p><u>Ontario Seniors Secretariat:</u> OSS continues to work on their Strategic Planning exercise that also incorporated employee engagement.</p> <p><u>Ontario Media Development Corporation:</u> OMDC indicated that there has been a standing committee for employee engagement since 2007. The Employee Engagement Committee will be driving employee engagement and action planning at OMDC. Results are being shared with this committee in March and staff sessions to engage staff further is</p>	Management to provide an update at the next meeting.

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	<p>anticipated to occur in the coming months.</p> <p><u>Ontario Science Centre:</u> OSC indicated the top two focus areas are opportunities for growth and advancement, and organizational communication. An employee engagement team has been formed and staff sessions have occurred to engage staff further on the top priority areas. The Employee Engagement Team will review the information obtained from these sessions and will develop an 18-month Action Plan. Implementation of an approved Action Plan will follow shortly.</p> <p><u>Ontario Heritage Trust:</u> The Trust indicated that staff and management focus groups occurred to engage staff further on key focus areas. A workshop related to 'discrimination and WDHP training' was also provided to staff and management. An action plan called "Achieving Excellence Together" was presented to all staff at an all staff meeting and a final action plan has been developed. OHT continues to work on implementing the action plan and the Executive Director continues to meet with staff regularly.</p>	
c) Fixed-Term List	Management provided the fixed-term lists (data to end of November 2009) to MCL MERC Co-Chairs on December 30, 2009.	Management to provide list during the next quarter.
d) Expenditure Management and RbP – Update	Management provided an update related to expenditure management.	Management to provide an update at the next meeting.
4. NEW BUSINESS		
a) Status of MERC	<p>OPSEU indicated that with the amalgamation of the Ministry of Tourism and Ministry of Culture, OPSEU would like to continue with the two existing MERC committees until OPSEU elections in the Fall occur.</p> <p>Management indicated that the Ministry is functioning as one Ministry, and sustaining two MERC committees has its challenges. Management will be proposing an interim solution pending the OPSEU election.</p>	Management will contact OPSEU.

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b) Responding to Employee Inquiries	Committee discussed the OPS Common Service Standard and the challenges staff face in certain areas. Union expressed concerns in regards to staff meeting OPS Service Standards as a result of non-timely management response. Management encouraged further discussion between management and staff at the program level.	Remove from agenda.
NEXT MEETING:	May 27, 2010 at 400 University Avenue.	

For the Union 	Date February 23, 2010	For the Employer 	Date February 23, 2010
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