

**MEMORANDUM**

**OPSEU**



**SEFPO**

Syndicat des Employé-e-s  
de la Fonction Publique  
de l'Ontario

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

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

**DATE:** March 26, 2007

**SUBJECT:** **Ministry of Culture**  
**ERC Minutes – March 23, 2007**

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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.

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,

100 Lesmill Road,  
Toronto, Ontario  
M3B 3P8  
e-mail: [opseu@opseu.org](mailto:opseu@opseu.org)  
[www.opseu.org](http://www.opseu.org)

100 chemin Lesmill,  
Toronto, Ontario  
M3B 3P8

courrier électronique  
[opseu@opseu.org](mailto:opseu@opseu.org) /jmh  
[www.opseu.org](http://www.opseu.org) att.

Tel: (416) 443-8888  
Fax: (416) 443-9670  
Ontario:

Toll free: 1-800-268-7376

TDD:

(416) 443-9898

or

1 800-663-1070

  
Brian Gould  
OPS Supervisor/Negotiator

**MINISTRY OF CULTURE  
MERC MEETING MINUTES**

**Date:** Friday March 23, 2007

**Location:** OPSEU Office, 31 Wellesley Street East, Boardroom B

**FOR THE EMPLOYER:**

Mary Ferguson (Co-Chair)  
 Kristine Murphy  
 Bob Hogan  
 Joanne Bénard (Advisor)

**FOR OPSEU:**

John Carter (Regrets)  
 Rod Sawyer  
 David Pohlko (OSC) (Meeting Chair)  
 Judith Marion (Job Security Officer)


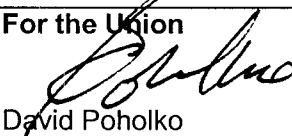
**Guests:** Todd Kilpatrick  
**Recorder:** Jaime Urban

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
<p><b>1. REVIEW OF PREVIOUS MINUTES</b></p>	<p>December 18, 2006 minutes have been signed and posted.</p> <p>Minutes of March 3, 2006 and September 18, 2006 have been signed and will be posted.</p>	<p>Post copies of March 3, 2006 and September 18, 2006 minutes.</p>
<p><b>2. BUSINESS ARISING: (Updates)</b></p>		
<p>a) MERC Minutes</p>	<p>The parties revisited the process of sending the MCL LERC minutes to the respective MERC Co-chairs.</p> <p>The Union suggested that this process be brought up at the LERC meetings as a point of information. Management agreed.</p>	<p>MERC Co-chairs will remind their respective LERC counterparts to forward minutes upon completion.</p> <p>MERC Co-chairs will also encourage their LERC counterparts to schedule LERC meetings several weeks prior to</p>

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		<p>MERC scheduled meetings.</p> <p>Item to be removed from the agenda.</p>
<p>b) OPSEU Information Request</p>	<p>The Union provided the details of their information request on December 18, 2006.</p> <p>Management responded to the Union's request as follows:</p> <ul style="list-style-type: none"> <li>▪ WSIB statistics – information is provided regularly at the Joint Health and Safety Committee level. There is no central repository of this type of information. Management proposed that Local Representatives could forward any items for the MERC agenda as deemed appropriate. The Union requested that when there is a significant event that is brought to the attention of HR the MERC Co-chairs will be informed.</li> <li>▪ Organizational charts – Management reported that organizational charts are provided to the Union through the disclosure process. Organizational charts are produced at a Branch level with no central Ministry repository. The Union requested organizational charts from the various program areas (including agencies) for the next meeting.</li> <li>▪ Unclassified list – the unclassified list is provided to the Union on a quarterly basis. A list was provided on December 21, 2006. A further list will be provided this quarter. The Union commented on the numbers of unclassified staff at the Ontario Science Centre and asked if there are regular discussions throughout the year on possible ways of reducing the numbers. Management responded that Ministry positions are tracked and reported on regularly and program areas evaluate ongoing business needs regularly.</li> <li>▪ Conversion list – Management reported that they do not produce reports on conversion. Appointment status dates are provided on the quarterly unclassified lists provided to the Union. If there are individual circumstances that are of interest to the Union they can be brought to the employers' attention.</li> <li>▪ LERC list – Management will provide a list to the Union.</li> <li>▪ Joint Health and Safety Committee list – Management will provide a list to the Union.</li> <li>▪ Surplus list – lists are provided to the Union where required.</li> </ul>	<p>WSIB statistics - the Union will take this item back to the Local Representatives for further information. If there is a significant event that is brought to the attention of HR the MERC Co-chairs will be informed.</p> <p>Management will request organizational charts from the various program areas for the next meeting.</p> <p>Management will provide the Union with an unclassified list for this quarter.</p> <p>Conversion lists - the Union will review and respond.</p> <p>LERC list - Management will provide the Union with a list.</p> <p>Joint Health and Safety Committee list - Management will provide the Union with a list.</p>

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
c) Youth Programs	<p>Management provided a response to the December 18, 2006 action items:</p> <p>Students may not get a letter of offer. Students sign a WIN Employee Action Request (WEAR) form as their contract. In some cases the information on Local Union contact is provided to students through an Orientation session. The Union requested that managers be reminded to notify students as part of their Orientation.</p>	<p>Management will remind managers about notifying students of their Local Union representative(s).</p> <p>Management will report back on item regarding the Intern placement at Ontario Heritage Trust when further information is available.</p>
d) Performance Reviews	<p>Management reported that the Union's concerns regarding performance development plans were communicated to the Directors on December 18, 2006.</p>	<p>Remove from the agenda.</p>
e) Article 20 Sessions Update	<p>Management reported that the HR Information session was provided to LERC members at 400 University in January 2007.</p> <p>The Union will discuss and respond regarding having a session with MERC members.</p>	<p>The Union to discuss having a session with MERC members and will provide a response.</p>
f) Workplace Wellness	<p>Management provided an update on the action items from the December 18, 2006 meeting:</p> <ul style="list-style-type: none"> <li>▪ The Union was provided with a response to their November 15<sup>th</sup> letter on December 18<sup>th</sup>.</li> <li>▪ The Union provided management with information regarding upcoming vacancies on December 18<sup>th</sup>. Management responded on January 2<sup>nd</sup>.</li> </ul>	<p>Remove from the agenda.</p>
<b>3. STANDING ITEMS</b>		
a) Results Based Planning / Budget – Update	<p>Management provided an update on the fourth quarter report for 2006-2007. Management also reported on the 2007-2008 budget released on March 22, 2007. Details are provided in the news releases of the same date.</p> <p>Union questioned the difference between 06-07 and 07-08 totals. Management responded that the difference was related to the conclusion of various capital projects at the end of 06-07 fiscal year.</p>	<p>Management to provide an update at the next meeting.</p>

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
b) OPS Staff Survey	<p>Management reported that the OPS Staff Survey is currently being conducted and concluding on March 23, 2007. The Union noted that staff at the Ontario Science Centre were able to access and participate in the current survey.</p> <p>Ontario Science Centre survey results will be discussed at the next LERC meeting.</p>	Keep as a standing item until it is closed off at LERC.
<b>4. NEW BUSINESS</b>		
a) Information Presentation – Ontario Can Do Better OPSEU Campaign	The Union shared some information regarding their Ontario Can Do Better Campaign. The Union expressed concerns regarding various cuts to programs and services in the past. The intent of the campaign is to ensure that promises made during the last election to rebuild the OPS will be kept.	Item to be removed from the agenda.
b) MCL Culture Policy, Programs and Services Division reorganization	The parties discussed this item and agreed that it will be added as a standing item to the agenda.	Add as a standing item on the agenda.
c) OSC Disclosure	<p>The Union raised concerns regarding organizational changes at the Ontario Science Centre in the summer 2006 and that these changes were not disclosed to the bargaining agent.</p> <p>The employer responded that it is aware of its obligations regarding disclosure where there are material changes affecting members.</p>	Management to investigate the matter at the Ontario Science Centre and will report back.
<b>NEXT MEETING:</b>	June 22, 2007, 9:30 a.m., 400 University Ave.	

<b>For the Employer</b>  Mary Ferguson	<b>Date</b> March 23, 2007	<b>For the Union</b>  David Pohlko	<b>Date</b> March 23, 2007
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