

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 21, 2008

SUBJECT: **Ministry of Culture**
ERC Minutes February 28, 2008

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.

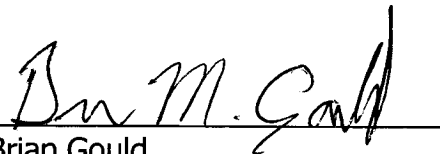
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

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: Thursday, February 28, 2008

Location: 400 University Avenue, Boardroom 7A

FOR THE EMPLOYER:

Mary Ferguson (Co-Chair)
Kristine Murphy (regrets)
Bob Hogan

Joanne Bénard (Advisor)

FOR OPSEU:

John Carter (Mtg Chair)
Rod Sawyer
David Pohlko (OSC)

Judith Marion (Job Security Officer) (regrets)

Guests: Carole Labelle, Susan Stewart, Richard Mortimer, Todd Kilpatrick, Steven Davidson

Recorder: Cathy Luna

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
1. REVIEW OF MEETING MINUTES	Minutes of November 28, 2007, meeting are signed and posted.	No further action required.
2. BUSINESS ARISING: (Updates)		
a) OPS Staff Survey - MCL	<p>MCL Division Management reported that through the November facilitated session with the Working Group, comprised of both management and staff representatives, a report, with recommendations for consideration, has been developed and will soon be posted on the Ministry website. The Divisional Leadership Committee will be reviewing the report and will formulate an action plan.</p> <p>Ontario Media Development Corporation (OMDC) Management indicated that HR provided a briefing session to all OMDC staff on the results of the survey. HR then facilitated working groups on the four priority areas. All staff (including management) attended the sessions. The President /CEO of OMDC has established and is leading an Employee Engagement Committee to consider the feedback and recommendations from the facilitated sessions. A call for volunteers</p>	Updates will be provided at the next meeting.

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	<p>has been made and several staff have responded. A confirmation of committee members is expected shortly.</p> <p>Ontario Science Centre (OSC) Management indicated at the OSC survey results are available to all staff. These results will be discussed further at the next meeting of the OSC LERC on March 17, 2008.</p>	
b) Archaeological Stakeholder Letters	<p>Management confirmed that two communiqués have been developed. One letter is targeted to the licenced archaeologists and a second letter will be distributed to various approval authorities and the stakeholder community. These letters are still in the approvals process and currently with the communication branch.</p>	<p>Management will circulate the letters to the committee once approved.</p>
c) OPS Employee Recognition Policy	<p>An overview of the OPS Employee Recognition Policy was presented to the Committee.</p> <p>Union expressed concerns that informal recognition be equitably provided.</p> <p>There is a Recognition Toolkit link on the MCL HR recognition site http://www.mcscr.gov.on.ca/rt/ that is accessible from MCL Intranet homepage.</p>	<p>Item to be removed from the agenda.</p>
d) Laser Printers re: recent reports	<p>The Union confirmed that this issue about the safety of laser printers will be forwarded to CERC. The item is also being discussed at the March Joint Health and Safety Committee @ 400 University.</p>	<p>Report back at the May MERC meeting</p>
c) Employee Relations Committee (ERC) Training	<p>Management provided the MERC co-chairs via email with the list of all LERC Co-chairs and the new training dates till August 2008.</p> <p>The training is focused on the role of the committee, the administration aspect and how to be an effective committee. The facilitators are both from the Employer and OPSEU. The training is optional for committees, however, if a committee participates, it is mandatory that all members attend.</p>	<p>The Co-chairs will develop a joint communiqué to highlight the availability of the April–August 2008 sessions to Local ERC members and will encourage them to participate.</p>
d) Community Learning Program Pilot	<p>An overview of the Community Learning Program Pilot was presented to the Committee.</p> <p>Four individuals at the Ministry of Culture have taken the opportunity to participate</p>	<p>Item to be removed from the agenda.</p>

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	<p>in the program. Staff who would like to participate must select a registered non-profit or charitable organization whose mission is aligned with any one of the six participating ministries and the OPS Values.</p> <p>Further information regarding the program can be found on the CLP Intranet Site http://intra.clp.gov.on.ca</p>	
3. STANDING ITEMS		
<p>a) Culture Policy, Programs and Services Division - Reorganization Update</p>	<p>The ADM, Culture Policy, Programs and Services Division recognized the tremendous efforts and work of all staff during this period of transition within the Division.</p> <p>Management provided an update on recent staffing activities within the Division.</p>	<p>Management to provide an update at the next meeting.</p>
<p>b) Expenditure Management and RbP – Update</p>	<p>Management provided an update on the Results Based Planning Cycle and also confirmed that the transfer of Ontario Seniors Secretariat will be reflected in the Ministry of Culture’s 08-09 RBP.</p>	<p>Management to provide an update at the next meeting.</p>
4. NEW BUSINESS		
<p>a) Holding grievances in abeyance (OSC)</p>	<p>The Union identified that there may be opportunities to allow, with mutual agreement of the parties, a grievance to be put in abeyance, while the parties look to resolve the matter through various other forums available to them. This may include having some discussion at ERC meetings if that is deemed to be the most appropriate avenue in the circumstances.</p>	<p>Item to be removed from agenda.</p>
<p>b) Posting of the Marine Heritage Advisor position and disclosure</p>	<p>Union inquired about disclosure of the Marine Heritage Advisor position description.</p> <p>Management confirmed that the Marine Heritage Advisor is a revised position description and that there is no formal obligation to disclose it. However, the job description has been made available to the Union, and the Union has confirmed receipt of the same.</p> <p>The position description for the new Licensing and Information Officer position will be disclosed to the Union President through the process which has been agreed at CERC.</p>	<p>Item to be removed from agenda.</p>

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c) Transfer of the Ontario Seniors' Secretariat from the Ministry of Citizenship and Immigration to the Ministry of Culture	<p>The Ontario Seniors Secretariat now reports to the Deputy Minister of Culture. Employees continue to be supported administratively through the Regional and Corporate Services Division, however, OSS now receives communication support from the Ministry of Tourism who supports both MTOUR and MCL.</p> <p>The Union highlighted that local 520 and 527 presidents will discuss LERC representation for OSS staff.</p>	Item to be removed from agenda.
d) Job Security Provisions	<p>The Union sought clarification regarding access to vacancies both within and external to the Ministry when employees are surplus.</p> <p>Management confirmed that under the provisions of Article 20 vacancies across the OPS, including the home ministry, are examined for direct assignment purposes.</p> <p>The Union highlighted that the preference of the Union would be for employees to be afforded the opportunity to continue to work within the Ministry during the period in which a direct assignment is explored.</p>	Item to be removed from the agenda.
NEXT MEETING:	May 29, 2008, 9:30 a.m. Ontario Science Centre Boardroom to be confirmed	

For the Employer
M Ferguson

Date
Feb 28/08

For the Union
[Signature]

Date
2008-02-28