

**MEMORANDUM**

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

**FROM:** Ruth Hamilton, A/OPS Supervisor

**DATE:** March 31, 2011

**SUBJECT: Ministry of Education  
ERC Minutes – March 30, 2011**

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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,



Warren (Smokey) Thomas  
President



Ruth Hamilton,  
A/OPS Supervisor

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att.

cc: MERC Chairs

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Le SEFPO est associé  
à la FTO, au CTC  
et au SNEGSP



**MINISTRY OF EDUCATION**  
**MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)**  
**Boardroom 851, 18<sup>th</sup> Floor, Mowat Block, 900 BAY STREET**  
**March 30, 2010-2011** 

**For Management:**

\*Pat Macdonald-Rea, MANAGEMENT CO-CHAIR  
 Nancy Sanders, Director – Provincials Schools Branch(EDU)  
 Alex Seres, Employee Relations Advisor, Centre for Employee Relations (MGS)  
 Bridget Jeanes, Labour Relations Analyst, Centre for Employee Relations (MGS)

**For OPSEU:**

Chris Cormier, (OPSEU CO-CHAIR) – Residence Counselor, Sir James Whitney School, Provincial Schools  
 Susan Blackford, Orientation and Mobility Specialist, W. Ross Macdonald school, Provincial Schools  
 Daryl O’Grady- Residence Counselor, Sir James Whitney School, Provincial Schools  
 Stephen George, OPSEU Job Security Officer

**Guests:**

Marg Connor, Director - Leadership Development (EDU)  
 Juanita Yarascavitch, Employee Relations Advisor, CER (MGS)  
 Norma Kilbride, Manager Organizational Learning & Excellence (EDU)  
 Yolanta Stachow, Strategic Business Advisor (EDU/TCU)

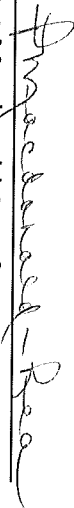
\*Chair of the Meeting

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
1. Confirmation of Agenda	WDHP to be added to the agenda.	
<b>STANDING ITEMS</b>		
1.True Vacancy, Fixed Term Reports	Reports were shared with OPSEU	
2. Provincial Schools Branch Pilot	OPSEU has reviewed the evaluation, and there are no concerns. OPSEU inquired about consideration for travel time for participants.	Management will send the evaluation to BERCC participants. Continuation of the pilot will be added to the agenda for the next meeting.
3. Results Based Plans	No updates at this time.	
4. Diversity Initiatives	Presentation on how the OPS Inclusion Lens is applied and embedded within the Learning Ministries. Management indicated that there are a lot of resources available on the website.	No action required.


AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
5. Seasonal Benefits	No updates at this point. OPSEU indicated that if there is no permanent solution by the end of this year, then the temporary solution should be extended.	
6. I and IT Cluster Review (Community Services Cluster Disclosure)	No update at this point.	Management to set up a conference call with the MERC team if there are any developments prior to the next MERC meeting.
7. 5% Reduction Targets	Management indicated that the Ministry has reached 70% of the 2012 reduction target through attrition and vacancy management.	
8. Agency Staff	Management indicated that the issue was raised at the most recent Regional Human Resources Client Service Review meeting. OPSEU inquired about where Agency staff are located. Management indicated there is no mechanism to track where Agency staff are located in the Ministry.	Management to issue a joint memo with the Regional Human Resources Branch and the Strategic Human Resources Branch regarding the use of Temporary Agency staff.
9. MCYS Early Learning Transfer to EDU	Management indicated that the Ministries are working together on the next phase of the transfer-licensing and enforcement.	Management to set up a conference call with the MERC team if more information is available prior to the next MERC meeting.
<b>BUSINESS ARISING</b>		
1. Bill 168 Rollout	Management to provide an update via email.	Management to provide an update via email.
2. W Ross Macdonald Resource Consultant	Management indicated that a review of the position has been undertaken.	Management will speak to the affected employee.
<b>NEW BUSINESS</b>		
1. Temp Assignments	Management to respond via email.	Management to respond via email.

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
2. Communications Branch Ministry of Education	Management has provided an update.	
3.Fixed Term Pay Increases and Seniority	Management to respond via email.	Management to respond via email.
4. Health and Safety (Expert Panel Recommendations specific to the Ministry of Education)	Deferred to the next meeting.	
5. Pay and Benefits and OSS	OPSEU indicated that there are many concerns regarding members' pay and benefits. OPSEU indicated that there is an ongoing communication issue with OSS.	Management to investigate and respond before the next MERC meeting.
6. Disclosures	OPSEU indicated that there are concerns regarding how information is being shared with OPSEU. OPSEU indicated that formal notice should be given to the OPSEU Job Security Officer and the MERC Co-Chair.	Management will forward information sharing documents to the OPSEU Job Security Officer as well as the MERC Co-Chair.
7. MERC LERC Joint Memo	Management to respond prior to the next MERC meeting	Management and OPSEU will provide information prior to the next meeting.
8. Learning Programs Initiative	<p>Presentation- Learning Programs Initiative Pilot- Learn n' Grow at Work</p> <p>OPSEU inquired as to how candidates are nominated for the Path to Leadership program.</p> <p>Management indicated that interested candidates were encouraged to speak to their managers, and then names were put forward to a Divisional table for selection.</p> <p>OPSEU inquired about how diversity is included in the nomination process.</p> <p>Management indicated that diversity is a key element in the program. Diversity in the workplace is a topic in the curriculum of the program.</p> <p>OPSEU indicated that diversity should be part of the nomination process.</p> <p>OPSEU indicated that there are concerns regarding completion of Performance</p>	

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
9. Workplace Discrimination Harassment Policy (WDHP)	Development Plans and Learning Plans for their members as it related to the Learning Programs Initiative. OPSEU indicated that this has been a topic of discussion at recent BERC meetings. OPSEU indicated that Workplace Discrimination Harassment prevention policy training is required for the Provincial Schools Branch.	Management will set up at teleconference with the MERC team to respond prior to the next meeting.
10. Next Meeting	The next MERC date is June 9, 2011	

  
 Pat Macdonald-Rea, for Management

March 30, 2011  
 Date

  
 Chris Cormier, for the Union

March 30, 2011  
 Date