

MEMORANDUM

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

FROM: Brian Gould, OPS Supervisor

DATE: July 10, 2009

SUBJECT: **Ministry of Education
ERC Minutes – June 19, 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.

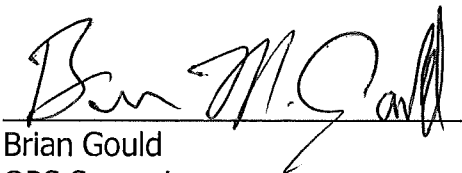
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor

/sc
att.

cc: MERC Chairs
Ministry ERC

**MINISTRY OF EDUCATION
 MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)
 Severn Room, 2nd Floor, Mowat Block
 900 Bay Street, Toronto, Ontario
 June 19, 2009, 9:30 - noon**

For Management:
 Lisa Sherin*, Co-Chair
 Deborah Metrakos
 David Doherty

For OPSEU:
 Chris Cormier, Co-chair
 Susan Blackford
 Stephen George

Regrets: Marika McKetton

*Chair of the Meeting

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
Confirmation of Agenda	Add: Results Based Plan, and Changes in Reporting Relationship Disclosure.	
Minutes	The April 2009 minutes were signed.	
BUSINESS ARISING		
Article 1.4 Disclosures	OPSEU raised the question of why it has not received more Article 1.4 disclosures. Management indicated that it is behind in providing the AMAPCEO and Management job specifications. Management is working on bundles of disclosures for the backlog. The Ministry will work with the RSDC to develop a process to provide the Article 1.4 disclosures automatically.	Any outstanding disclosures from PSB will be provided in September. The Ministry will work to relieve the backlog.
Seniority List, True	Provided at the meeting.	

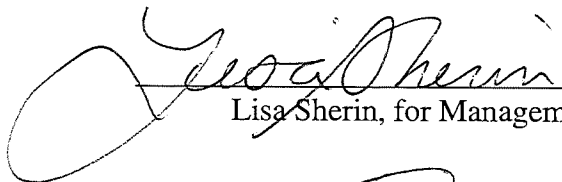
AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
Vacancy Report, Unclassified Contracts List		
Provincial Schools Governance	Management indicated that there is nothing new to report.	
Residence Review	<p>The Program Manager, Residential Services provided a status update.</p> <p>The goal is to have a draft set of residential standards by next year. Staff will be able to comment on the draft policy (under development) and participate in the development of the standards. In September, will be focusing on ensuring that all sites and all residential staff receive the same training.</p> <p>Managing Student Behaviour training will be provided using a facilitator.</p> <p>OPSEU indicated its concern over how staff will be involved in developing the standards. It reiterated that OPSEU represented staff participating in the exercise should not be seen as speaking for Corporate OPSEU.</p> <p>Management confirmed that staff participation in developing the standards will be voluntary, and that no one wishing to participate will be excluded.</p> <p>OPSEU also raised concern over the extent to which staff are aware of the exercise.</p> <p>OPSEU asked about the status of some items in the review implementation plan:</p>	<p>MERC members will be provided an opportunity to review and comment on the draft standards before they are finalized.</p> <p>Management will confirm the status of the orientation and program manual update.</p> <p>Management will provide written quarterly updates.</p>

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
	<ul style="list-style-type: none"> • Development of a CWW template/models (not yet developed) • Orientation and program manual update (Management will check on status and report back) • Case management model (putting elements in place now, but have not yet developed the over-arching model) 	
Workplace Safety Insurance Board (WSIB) Summaries	Management indicated that the Ministry no longer has the ability to generate specific worksite WSIB reports. The Centre for Employee Health, Safety and Wellness provides quarterly updates but does not identify the nature of the accident nor the worksite. The Centre hopes to be able to provide more detailed information in the future.	
Provincial Schools Branch Employee Relations Committee	<p>OPSEU raised this issue at the OPSEU Convention. OPSEU is not in agreement with establishing a BEREC. It noted duplication of issues and resourcing issues. It suggested that the issues could be addressed with more effective LERCs.</p> <p>Management suggested that MERC could be shortened and specific PSB issues could be addressed by a subcommittee of PSB Management and OPSEU members after the regular MERC meeting. Any unresolved issues would come back to the full MERC.</p>	Management will develop a draft framework as a basis for further discussion.
Workplace Discrimination and Harassment Prevention (WDHP) Policy Subcommittee Report	Management recommended that Ministry action await the development of the new WDHP framework and associated training.	This item will be deferred until the Corporate roll-out.
Education Officers	<p>Management indicated that there is no intent to change the manner of identifying EOs for international inspection.</p> <p>Management reviewed the unclassified staff for the Field Services</p>	Management will provide a sample of four extracts of the organization report for the Field Services Branch.


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	Branch regional offices. It indicated that the number of unclassified contracts appears relatively stable and that virtually all appear to be backfilling for classified staff.	
Averaging of Hours W. Ross Macdonald School (WRMS)	<p>OPSEU asked for the number of averaging hours for the 2009/10 school year, and whether there will be any differences for the LD and Provincial School systems?</p> <p>Management indicated that the majority of positions will begin September 1. Some positions which are not needed until the return of students on September 8 may have a different number of averaged hours.</p>	Management will provide the averaging hours for 2009/10.
WHMIS Training	Management provided a status update on May 21, 2009. Those who have not completed the training have received a memo. They will be provided time to complete the training before the end of the year.	
Leadership and Mentorship Program	OPSEU asked whether the program will continue next year and whether there will be any changes. OPSEU had previously raised concerns over the transparency of the selection process and its impact on career advancement.	Management will report back on the status of the program for 2009/10.
NEW BUSINESS		
Pandemic Planning	<p>OPSEU asked whether there has been any change due to the change in the UN pandemic level.</p> <p>Management indicated that nothing specific has come out from the Ministry. It referenced the MyOPS communication.</p>	
Non-Renewal of Nursing Contracts	OPSEU indicated that the disclosure did not arrive at OPSEU Corporate. Management responded that it confirmed the e-mail was sent and that all of the addresses are valid. The individuals were represented by OPSEU staff at the lay-off meeting.	Management will follow-up with IT to see if it can identify any reason for the problem.
Attention Deficit	OPSEU raised concern that it was not possible to have a conference call	Management will provide MERC

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Hyperactive Disorder (ADHD) Centralizing Disclosure	<p>on this issue. OPSEU asked for a description of the precise role of the Hospital for Sick Children contractors.</p> <p>Management indicated that the Hospital for Sick Children has been involved for three years at Milton. There is also a recent pilot project in the north. Its role has been to perform academic testing and to analyze the results. It will also be conducting memory testing.</p>	members with more details on the northern pilot program.
Provincial Schools Seasonal Contracts (non-renewals and lay-offs)	<p>OPSEU asked for a copy of any template cover letter that accompanies notice of discontinuation of contracts.</p> <p>OPSEU raised concern that the enrollment numbers were shared with staff, which raised staff concerns over lay-offs which OPSEU could not respond to until after the disclosure process.</p> <p>Management indicated that it is working on the admissions process so that the decisions can be made earlier.</p> <p>OPSEU raised a question as to why food services staff have not yet received their contracts for next year.</p>	<p>Management will provide any template.</p> <p>Management will follow-up on the food services contracts.</p>
Web Based Records of Employment	<p>OPSEU asked who staff should contact if the record has not arrived.</p> <p>Management suggested that employees contact their HR Liaison.</p>	Management will inquire whether OSS will provide a contact.
Student Employees in the Ministry of Education	OPSEU asked for the number of students in the Ministry of Education.	Management will provide the data as of the end of June.
Transfer of Regional Office Staff to Provincial Schools	Management indicated that the move will not be proceeding.	Management will provide a formal communication to OPSEU.

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OPS Engagement Survey	<p>The Ministry results were distributed.</p> <p>OPSEU asked about concrete initiatives which have been taken as a result of the employee engagement surveys.</p> <p>Management pointed to:</p> <p>REALM awards program Deputy's Blog Enhanced performance review, learning plans</p>	
OPS Wellness Strategy	Item deferred to next meeting	
Results based plans	OPSEU asked for the Ministry specific report for 2009-10.	Management indicated it will follow-up within the Ministry.
Change in Reporting Relationship	OPSEU raised a question regarding one of the identified reporting relationship changes. Management indicated that the change was for consistency with other staff.	


 Lisa Sherin, for Management

June 29, 2009
 Date


 Chris Cormier, for the Union

July 10/09
 Date