

MEMORANDUM

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

FROM: Ruth Hamilton, OPS Supervisor

DATE: May 27, 2011

SUBJECT: **Ministry of Environment
ERC Minutes – March 8, 2011**

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

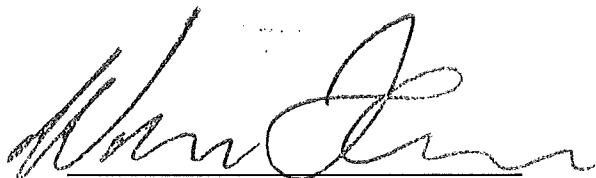
Please post or otherwise make them available to the members in your workplaces.

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
OPS Supervisor

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Att:

cc: MERC Chairs
Ministry ERC

MINUTES

MINISTRY OF THE ENVIRONMENT

**MINISTRY EMPLOYEE RELATIONS COMMITTEE &
MINISTRY HEALTH & SAFETY COMMITTEE**

**Tuesday March 8, 2011
1:00 p.m. to 4:00 p.m.
Room 1040, 10th Floor
40 St. Clair Avenue West, Toronto**

IN ATTENDANCE

MANAGEMENT

Debra Sikora
Jacques LeGris
Cammy Moodie
Gayla Campney

UNION

Janis Pechinger
Dallas Takeuchi
Ron Dorscht

Advisors:

Doug Milic, CER, MGS

Sandra Harper, OPSEU

Regrets:

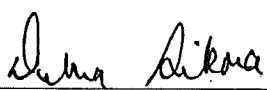
Lance Larkin

| ITEM | DISCUSSION | ACTION |
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| A. Previous minutes | Reviewed, modified and signed | To be posted on website |
| B. PREVIOUS BUSINESS & STANDING ITEMS | | |
| 1. Fixed Term Usage reports | End of January Report was sent to the Union members | |
| 2. Modernization of Approvals- Standing Item | There was nothing new to report since the previous teleconference. Management will arrange a teleconference and or meeting for any updates. | TBD |
| 3. Shift Work | Management advised the Union that DDC had a preliminary review of the material prepared from the survey. The lead is working further on the results and will be returning to the DDC sometime in April. Management indicated that it will be in a position to provide a fuller update in June. | Management to update as appropriate. |
| 4. Article 1.8-Job descriptions-standing item | Nothing new to report. | |
| 5. Compressed Work Week Agreements-Standing Item | No discussion. | |
| 6. Organizational Charts | Management provided the union members with electronic copies. | |
| C. NEW BUSINESS | | |
| 1. Business Services Review Update | Management provided an update on the processes related to the Business Services Review. | Management to provide update when available |
| 2. Employee Engagement | The Union asked what the role of the Employee Engagement position is and will others be involved. Management indicated the position reports to the MOE Human Resources Planning Committee (HRPC) through the SBU. This is the sole person assigned; however, the individual will be seeking input, advice and guidance as needed from the previous MOE core engagement team. He will also be working closely with HROntario., The role of the position is to lead the implementation of the 28 recommendations put forward by the core engagement team and approved by HRPC. | |

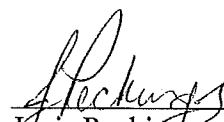
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| <p>3. Reclassification and assignment to another Position - Art. 7.2.2</p> | <p>The Union asked Management if this article has been used at MOE and if there is anyone tracking this.</p> <p>Management indicated that it understood this matter may be the subject of a Union grievance and if that is the case, the request should be made through that process to avoid discussions at different tables.</p> <p>Management indicated it was not aware of any tracking internal to the ministry.</p> | |
| <p>4. Tele-Work</p> | <p>The Union asked if there were any tele-work arrangements in the MOE and if these were established with the involvement of Union representatives.</p> <p>The Union advised that they would like to move to a standardized agreement if the Ministry is contemplating any agreements.</p> <p>Management indicated that the summary on alternate work arrangements provided earlier indicated there may be one; however, the original data base is no longer available. Any accommodation or other agreements entail participation of union representatives.</p> <p>Management indicated that they understand these alternate work arrangements are under discussion at the corporate levels. The Ministry has not received any corporate direction on the matter but would take it under advisement. Management requested the Union to provide a copy of the proposed agreement.</p> | <p>Union to provide copy of proposed standardized agreement once available.</p> |
| <p>5. Training and Development for Employees</p> | <p>The Union asked how much training are employees eligible for i.e. is there a set dollar amount or set number of courses. In addition, the union enquired as to whether the Ministry had any statistics on bargaining unit staff uptake on CFLL courses.</p> <p>Management indicated that there is no dollar or number of courses cap per employee.</p> | <p>Employer to respond.</p> |

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| | <p>Training and development occurs in many forms including acting assignments, conferences, WebEx, seminars, relevant scientific literature, etc.</p> <p>Learning/development plans under employee's PMPs account for courses beyond the mandatory courses. The SBU/HR does not track all courses taken or cost per person.</p> <p>Further management suggest the Union ask the information from CERC. The Ministry is checking with CFLL but expect they do not track results by bargaining agent.</p> | |
| 6. OPSEU members acting in other bargaining unit or management jobs | <p>The Union raised a concern that OPSEU members who are acting in other bargaining units or management positions are being asked to continue to do their home position or parts of it.</p> <p>Management requested specific examples as each situation may vary and a response could depend on the circumstances.</p> | Union to provide specifics. |
| 7. Visual identity for Tech Support, EMRB & other field staff | <p>The Union asked what steps is the Ministry taking in these areas.</p> <p>Management indicated the matter is being reviewed and that it will get back to the Union in due course.</p> | Union to be advised of decisions or progress as appropriate |
| 8. Premier's Announcement & the 5% reduction | <p>The Union asked if the reduction announced by the Premier is in addition to the 5% or part of it. As well, what is MOE's portion and when will the Union be advised?</p> <p>Management advised that it has no knowledge of what is being addressed and that it has not received any instructions. Employer responded that this may be more appropriate for the Union to raise at the CERC.</p> | |
| 9. Fixed Term Hours | <p>The Union asked if the Ministry is basing merit increases, filling of vacancies and new positions relative to fixed term on date of hire or seniority as per Article 31A.7. Specifically, is the Ministry following the MGS memo of August 29/09 or the collective agreement. Further, the Union asked if and who is tracking these.</p> | Employer to follow-up. |

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| | Management indicated it understood that there have been discussions at the CERC on how this can be tracked. The Ministry is not in a position to tell the Union if it has been relying on date of hire or not. | |
| D. HEALTH & SAFETY | | |
| 1. H&S Risk Assessment | In response to the Union's request Management provided the union with a summary on the H&S Risk Assessment during the week of February 20 th . | |
| 2. Occupational Disease Bulletin | Management distributed a copy of the bulletin which was placed on the Wellness Portal after corporate level information sharing. | |
| 3. Bill 168 & H&S Audits | Discussions occurred related to information | |
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| BUSINESS | BETWEEN MEETINGS | |
| Dec. 23/10 | Modernization of Approvals Project RFS | |
| Jan.7/11 | Temporary position (OPSEU) | |
| Jan. 14 | Temporary Position (AMAPCEO) | |
| Jan. 17/11 | Communications Branch reorganization | |
| Jan. 17/11 | Teleconference-Modernization of Approvals | |
| Jan. 18/11 | Temporary Position-OPSEU | |
| Jan.25/11 | Disclosure – Print Shop | |
| Feb. 3/11 | Modernization of Approvals- information note | |
| Feb.7/11 | Organization chart- EAAB-OPSEU staff & positions | |
| Feb. 22/11 | New Position –AMAPCEO | |
| Feb. 23/11 | Update on status of H&S Risk Assessments | |
| Feb. 23/11 | Temporary assignment- AMAPCEO | |
| Feb. 28 | Organization charts sent (series of e-mails with attachments) | |
| March 2/11 | OPSEU Fixed Term Report as of Jan 31/11 | |
| March 4/11 | Occupational Disease Bulletin | |
| March 7/11 | Organization Chart for IMAB | |



 Debra Sikora
 Management Co-Chair



 Janis Pechinger
 Union Co-Chair