

MEMORANDUM

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

FROM: Brian Gould, OPS Supervisor

DATE: December 11, 2009

SUBJECT: **Ministry of Environment**
ERC Minutes – October 02, 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.

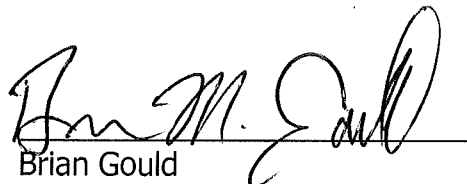
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor

/kg
Att:

cc: MERC Chairs
Ministry ERC

**MINISTRY OF THE ENVIRONMENT
MINISTRY EMPLOYEE RELATIONS COMMITTEE
(OPSEU)
JOINT HEALTH & SAFETY (OPSEU) COMMITTEE**

Friday October 2, 2009
1:00 p.m. to 4:00 p.m.
Room 1040
10th Floor
40 St.Clair Avenue West
Toronto

MANAGEMENT

Gayla Campney
Jacques LeGris

Regrets:

Dean Hustwick
Deb Sikora

Advisors:

Doug Milic, ERD MGS

UNION

Janis Pechinger
Larry Lefebvre
Dallas Takeuchi
Charles Wakefield

Judith Marion, OPSEU

ITEM	DISCUSSION	ACTION
A. Review Previous Minutes	Review deferred	
B. Previous Business & Standing Items		
1. Fixed Term Usage report	<p>End of August report had been forwarded to the Union; several names were identified for follow up.</p> <p>Union asked if a column could be added that indicates if the position was filled by competition. Management indicated this is not possible as not possible under WIN.</p>	
2. Open for Business –Standing Item	Management indicated that there has been funding approval for this initiative but there are no details available on the projects.	
3. Shift Work – Standing Item	<p>Management advised that the review was still underway and expect the results by late autumn early winter.</p> <p>The Union asked if there is any information available on the number of lateral requests for day position(s) and how many have been granted. As well, have the vacated shift work positions been filled. Management advised it did not have this information centrally.</p>	Management to provide update when available.
4. Article 1.8 Job descriptions-standing item	<p>The Union expressed concern relating to not receiving job descriptions.</p> <p>Management advised the Union that the issue is being examined by HR Ontario to develop solutions to providing the information. The provision of the job descriptions is more complex with the regionalization and fragmentation of the HR functions.</p> <p>Management suggested that should the Union have any position specifications/ descriptions that they want they can ask through MERC and copies will be provided.</p> <p>The Union provided a number of job descriptions asking about the actual</p>	Management to follow-up on the

	classification and asked about one not having a P.Geo requirement.	P.Geo requirement.
5. Organizational Charts - Update	Management indicated that with the HR changes there are issues related to resources, different programs, etc. In addition the issue of various reports and information, including, organization charts are being discussed at CERC. It was suggested that the matter be put into abeyance pending any decisions at that level and when the ministry gets some direction on the matter.	In abeyance pending CERC discussions.
6. Compressed Work Week Agreements – Standing item	Management advised that the Ministry guiding principles were reissued after the last meeting. The Union indicated that copies of the principles were passed to employees some of whom asked managers for compression cycle changes. They were refused.	
7. Telematics- Update	Management advised the Union that the project is in abeyance as there have been considerable technical difficulties.	
8. Visual Identify	Management indicated the Guideline is still under review. Discussion occurred.	Management to follow-up.
C. New Business		
1. Working Near Water Training	The Union questioned why the Ministry had not implemented the training earlier, considering the summer is over. There are 3 levels to the training. Tier 1 is the e-learning for all field staff. The Union asked why Tier 11 training for staff was cancelled. The Union had concerns related to the safety of staff who work near or on water. Management indicated that Operations Division is reviewing the training. The Union indicated that most of the divisions should review the training needs in this area for any of their field staff. Management indicated that if there are any local areas with significant concerns it should be raised and discussed at their local Health & Safety Committees.	

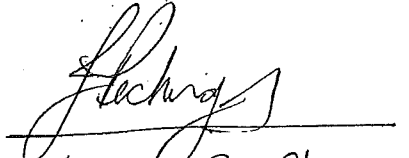
<p>2. Governor General's Award</p>	<p>The Union asked why MOE staff have not been considered for inclusion for the Governor General's Awards as firefighters, police officers, correctional officers and MTO enforcement staff have received these.</p> <p>Management indicated this is from a federal organization and requires certain qualifying and registering criteria. The Ministry is looking into the matter and have been advised that it can take over a year to get on the list if the organization/jobs meet the criteria.</p>	<p>Management to update when information available.</p>
<p>3. Pandemic Planning</p>	<p>The Union asked about pandemic planning.</p> <p>Management advised the Union of the memo sent from the center and distributed to all the OPS. MOH has the lead on this matter. A general discussion occurred.</p>	
<p>4. French Language Services Designation/delisting</p>	<p>The Union asked about the delisting process among other elements as certain jobs could not be accessed by employees in London as a result of their bilingual designation. There was a suggestion that they do not receive calls in French and that there are other staff available to assist if needed.</p> <p>Management advised the Union as follows:</p> <ol style="list-style-type: none"> 1. A designated position may be moved to another equivalent position with permission of the FLS Coordinator. 2. A designated position may not be removed without a justification in writing to FLS. If the coordinator approves, the request must then be sent to the Deputy Minister and the Office of Francophone affairs, both of whom must approve the removal. In the 22 	

	<p>years of the current coordinator having been at MOE, a designated position has not been removed without replacing it with an equivalent designated position. (see first point).</p> <p>3. In unusual cases, permission has been given by FLS to re-run an unsuccessful competition for a designated position without the French language requirement. In such cases alternate arrangements must be in place to ensure that services in French can be offered by someone else. However, the designation of that position remains and the next time it becomes vacant, the competition must require French language skills again.</p> <p>4. As the government is committed to offering services in French, all receptionist or district administrative assistant positions in designated areas are designated bilingual. Receptionists are to answer the phone with a bilingual greeting, indicating that callers can speak to him/her in either English or French. The frequency of calls is not germane.</p> <p>5. London is a designated area under the French Language Services Act and must be able to offer services in French.</p>	
5. Work Plan Issues	<p>Union indicated that the number of vacancies is creating work plan issues. Union stated that staff should have input into achievable targets.</p>	<p>Management to respond.</p>
6. Employee Engagement	<p>All core engagement teams have completed their work. Once finalized recommendations will be communicated to all.</p>	<p>Management to provide briefing to MERC on results.</p>
7. Business Between Meetings	<p>July 10: Strategic Policy Branch July 17: Program Planning and Implementation Branch August 12: Queen's Park Relocation August 14: Disclosure update PPIB August 19: Disclosure update PPIB September 10: Green Energy Act Disclosure</p>	

	September 24: Reorganization – Dioxin and Toxic Organics Section LSB September 24: Reorganization – Quality, Strategic Planning and Customer Service Section – Laboratory Services Branch	
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J. LEGRIS


Union Co-Chair

Management Co-Chair
on behalf of Deb SIKORA