

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 – July 07, 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.

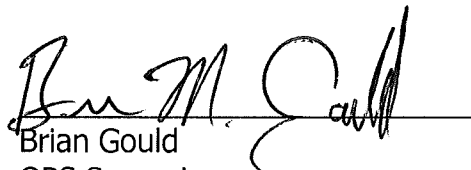
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor

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Att:

cc: MERC Chairs
Ministry ERC

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

**Tuesday July 7, 2009
1:00 p.m. to 4:00 p.m.
Room 1040, 10th Floor
40 St. Clair Avenue West**

MANAGEMENT

Debra Sikora
Jacques LeGris
Dean Hustwick

Regrets:

Gayla Campney

Advisors:

Doug Milic, ERD MGS

Guests:

Doris Dumais, Director, EAAB
Katherine Gee, ERD MGS

UNION

Janis Pechinger
Larry Lefebvre
Charles Wakefield

Dallas Takeuchi

Sandra Harper, OPSEU

ITEM	DISCUSSION	ACTION
A. Review of Previous Minutes	Minutes deferred	
B. Previous Business & Standing Items		
1. Fixed Term Usage Report	The fixed term usage report (June) will be sent to the union in the next couple of weeks when completed.	Management to issue report as soon as it is available.
2. II&E Secretariat-standing item	<p>Management advised the union that the II&E Secretariat was amalgamated into the Open for Business organization to capitalize on relevant work completed in the areas of policy, legislative initiatives, service delivery, development and delivery of best practices and in utilizing valuable staff skills and knowledge. This includes work on modernizing Ontario's regulatory environment. Open for Business had moved from Ministry of Labour to Ministry of Economic Development.</p> <p>As a result, this agenda item is now removed from the agenda. It was agreed to make Open for Business updates a standing item on the agenda.</p>	Remove from future agenda and replace with Open for Business as a standing item.
3. Shift Work-standing item	Management advised the union the results of the review should be available late in the fall of 2009.	Update on the review when information is available.
4. Compressed Work Week Agreements	<p>In response to the Union's request, management agreed to this becoming a standing item.</p> <p>The Union raised its concerns related to the 4 week compression cycles and indicated there appeared to be no movement on the matter despite it being a concern of employees under Employee Engagement and HR practices, and various committees having recommended having 2 and 3 week cycles.</p>	Management to re-issue to Directors the current MOE CWWA guidelines.

	<p>Management shared a copy with the Union of the most recent management guide on CWWA's. The Union indicated that directors in the regions are not agreeable to changes in the cycles. At the Union's request, Management undertook to reissue the guide to directors. The guide states that other cycles can be entertained.</p>	
C. New Business		
1. Visual Identity	<p>Management presented a slide deck/overview on visual identity and provided a draft copy of a Visual Identity Policy for the Union team to review and provide comments by the end of the following week.</p> <p>The Union raised concerns relating to the uniform sizes in particular for female staff as their sizes may change, e.g. maternity clothing and that this may not have been taken into account.</p> <p>The Union raised the issue of change rooms and cleaning of uniforms. Management indicated that change rooms were not provided and cleaning would be the responsibility of the employee as with regular work clothing.</p> <p>Management indicated it would advise the MERC on any decisions made.</p> <p>Although not part of the visual identity the union raised the issue of re-imbusement for work boots. The Union advised that MOE pays \$108 every two years compared to \$200 for MNR and \$250 at MNDM for their field staff.</p>	<p>Union to provide comments on draft policy to management.</p> <p>Management to advise MERC of any decisions made.</p> <p>Management to review work boot reimbursement.</p>
2. Article 1.8 –New OPSEU article	<p>The parties agreed to have this topic a standing item on the agenda.</p> <p>The Union raised concerns relating to the provision of new classifications or job descriptions in the Ministry.</p>	<p>Management to look into method to provide new job descriptions.</p> <p>To be standing agenda item.</p>

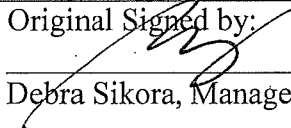
	<p>Management advised that classifications are under the corporate (MGS) jurisdiction and that with the HR transformation there are some difficulties in obtaining job descriptions for newly created jobs. The SBU is looking into how new job descriptions can be provided to the MERC.</p> <p>The Union raised the concern that the last information disclosed was in February of 2009 and that the collective agreement requires new positions to be provided to the union.</p> <p>Management indicated that the only changes that had occurred were those in the disclosure of February.</p> <p>The Union indicated its position that under the new collective agreement any new positions should be in the OPSEU bargaining unit.</p>	
<p>3. Source Water Protection Positions</p>	<p>Prior to the meeting Management sent the Union job descriptions from DWMD that were requested previously. The Union raised concerns with the delay in receiving the job descriptions and queried why so many of the jobs were in the AMAPCEO bargaining unit and asked if these were new classifications and if the positions had previously existed there.</p>	
<p>4. Vacancies at MOE</p>	<p>The Union raised concerns related to delays in filling of vacancies and that staff and the Union are concerned with the impact on work load. The union asked what is causing the problems.</p> <p>Management advised that there is ministry corporate responsibility for overall divisional budgets and they have to ensure key requirements are addressed. The approval process (including the senior</p>	

	<p>level approvals), passing through recruitment, posting and scheduling time for interviews takes considerable time. There has been up to a 100 day delay at the recruitment centres. There are FTE caps and spending is carefully scrutinized.</p> <p>The Union raised concerns that relate to the e-mailing of applications for competitions. It indicated for example, that an individual was not interviewed for their same position in a different location. This raises concerns that the recruitment centre(s) are not screening applications properly resulting in qualified individuals being excluded.</p>	
5. Student Wages/Pay in Lieu	<p>The Union raised the issue related to students not receiving pay in lieu for holidays and the employer recouping the payments that were made. The union stressed that students working in the OPS should be treated equally to those in the private sector.</p> <p>Management indicated that as this is a corporate OPS issue, the appropriate forum for raising the matter would be at the corporate OPS level.</p>	
6. Organizational Charts	<p>Management advised the Union that some progress has been made. Management indicated that the Union will be advised when it will be possible to provide the Union with current organizational charts. The charts are prepared at the local level; however, in different formats making it difficult to view, convert and share. There are some privacy concerns.</p> <p>The Union indicated it already possesses confidential information on employees and that it requires the charts to maintaining knowledge where the employees are and whether OPSEU work and positions are being completed and filled by OPSEU members.</p>	<p>Management to advise the Union when charts will be available and then provide copies.</p>

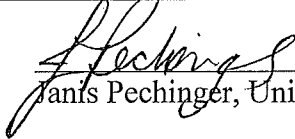
<p>7. OPS HR Wellness Program</p>	<p>The Union had requested a presentation on the HR Wellness Program. The Union had raised the issue of work-life balance and that the ASP appears to be more disciplinary in its application and they expect more in terms flexible work place scheduling or remote working.</p> <p>Management indicated that the HR Policy & Planning Branch led the development of the strategy. This was presented to the bargaining agents at the central level. However, the ministry provided information related to the program for the Union to review and if they had questions they should forward them to management. Management would endeavour to get response to the queries.</p> <p>Management also indicated that they did not see a connection between the wellness strategy and any disciplinary action under the attendance program. Flexible arrangements are being reviewed as part of the implementation of the strategy. In addition, the Union was advised that once a multi-year plan is finalized and as the employer develops specific programs under the umbrella of the strategy, arrangements may be made to have presentations to the MERC on various subjects such as ergonomics.</p>	
<p>8. Telematics update</p>	<p>The subject was deferred as the project was restarted in June. An update will be provided when it is completed.</p>	<p>To be updated in future meetings.</p>
<p>9. Recruitment Centres</p>	<p>In addition to the discussion shown under the heading Vacancies at MOE, the Union raised concerns that employees are not sure who to contact to follow up on the outcome or status of vacancies.</p> <p>Management advised the Union that the Ministry has raised some concerns corporately. Further, employees can call the Recruitment Centres where they</p>	

	applied to find out the information.	
10. Open for Business	This will be a standing item in the future. It is anticipated there may be information available by the time of the next meetings.	
11. Business Between Meetings	<p>June 9 – Meal expense claims</p> <p>June 16 -Updates to the Environmental Programs Division</p> <p>June 30 - Change in reporting relationship Communications Branch.</p>	

Original Signed by:



 Debra Sikora, Management Co-Chair



 Janis Pechinger, Union Co-Chair

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