

MEMORANDUM

OPSEU



SEFPO

Syndicat des Employé-e-s
de la Fonction Publique
de l'Ontario

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

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: February 17, 2006

SUBJECT: **Ministry of Finance
ERC Minutes – February 14, 2006**

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.

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/jm
att.

cc: MERC Chairs
Ministry ERC

Terry Baxter
OPS Supervisor/Negotiator

MINISTRY OF FINANCE & ONTARIO PUBLIC SERVICE EMPLOYEES' UNION

MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING

33 KING STREET WEST, OSHAWA

February 14, 2006

For the Ministry

Michele Migus
Diane Painter
Peter Deschamps
Maud LaForge
Mark Grimsditch

For the Union

Kathleen Demareski (Co-Chair)
Leo Herskovits
Maurice Gabay

Guest: Bashir Mohamed

Agenda Item	Date Tabled	Issue	Follow-Up/Action
1. Minutes of the Previous Meeting		Minutes of the meeting held on December 2, 2005 were signed off on January 13, 2006.	Posted on the Ministry HRB intranet and OPSEU web site.
2. Notifications		<p>7 Disclosures have taken place since the last meeting.</p> <ul style="list-style-type: none"> - CPFB – Branch Business Review – Status & Next Steps (December 2005) - Corporations Tax Branch Postings (December 2005) - TRD – Collections and Compliance Branch Reorganization (December 2005) - Ministry of Finance Telephony Project (January 2006) - e-Ontario Infrastructure Consolidation Projects (January 2006) - CAC Realignment (January 2006) - OPS Recruitment Modernization Strategy (January 2006) 	
3. Business Arising From the Minutes	Sept/02	<p>A) Reports</p> <p>i) Unclassified Conversions</p> <p>There were 2 unclassified conversions since the last meeting.</p> <p>ii) Surplus List</p> <p>For the period covering April 1, 2005 – February 7, 2006, there were five employees on the list. Copy was provided to Union.</p>	


Agenda Item	Date Tabled	Issue	Follow-Up/Action
		<p>iii) Appendix 15 – List of unclassified employees and strategies for reducing MOF percentage.</p> <p>Management maintains that this is an issue that will be dealt with at the corporate level. Union will follow up with this issue at the OPSEU Corporate level.</p>	Remove item from agenda.
	May/02	<p>B) Ministry Updates</p> <p>i) Review of Tax Revenue Division (TRD) Organizational Structure – Status</p> <p>There are no further announcements at this time. Management will provide appropriate disclosure when decisions are made.</p>	
	March/04	<p>ii) LERC Training</p> <p>LERC Training was provided in two locations (North York & London) in January. The training focused on current labour relations and promoting a positive approach for future labour relations. MERC Co-chairs will continue to support both committees.</p> <p>Both parties to develop a schedule to rollout training to other offices. The type of training will be determined on an as needed basis.</p>	Co-chairs to meet and discuss before the next meeting.
	Dec/05	<p>iii) Divisional Audit Committee (DAC)</p> <p>Guest: Bashir Mohamed provided and overview of the Telework Pilot Project in the Tax Appeals Branch. TRD will be exploring other options to expand the program.</p> <p>MERC will be updated on any further telework initiatives, as appropriate.</p>	Remove item from agenda.
	Sept/05	<p>iv) Successor Rights</p> <p>Response received from Colin Andersen, Deputy Minister on December 28, 2005. Issue to be referred to CERC.</p>	Remove item from agenda.
	Dec/05	<p>v) Terms of Reference</p> <p>The Terms of Reference are to be approved by the Deputy Minister. Once signed, both parties will jointly communicate and distribute to all managers and employees.</p>	

Agenda Item	Date Tabled	Issue	Follow-Up/Action
	Dec/05	<p>vi) New and Revised Job Descriptions – Article 1.4 Disclosure</p> <p>Management provided 32 position descriptions to the Union covering the period December 2, 2005 – February 14, 2006.</p> <ul style="list-style-type: none"> - 16 OPSEU - 7 AMAPCEO - 9 MCP/Excluded <p>Both parties agreed that the job descriptions will be provided at the MERC meeting as opposed to a monthly basis.</p> <p>In the future this item will be captured under Reports in the minutes.</p>	
	Sept/05	<p>vii) Lateral Transfers – Article 6.6.1</p> <p>The Memorandum of Agreement was shared in draft for Management's consideration. The Union would propose consideration of job trades to assist in facilitating movement of employees/members (Article 10.3).</p>	
4. New Business	Feb/06	<p>i) Office Administration Class Standards</p> <p>Application of Technical Points – This issue was initially raised by the Union in 2000. At that time MOF advised that this was a corporate issue. The Union still has the same concerns and provided examples. The Union requested a detailed explanation with regard to the application of "Technical Points" and a definition of Ministry Standards for typing/keyboarding.</p>	Management to investigate and report back at next meeting.
	Feb/06	<p>ii) BMO Travel Card</p> <p>The Union raised concerns with respect to the impact on employees' credit ratings for employees who are required to have a BMO travel card. The Union questioned whether employees can obtain cash advances from the Ministry as opposed to signing the Terms and Conditions for this card.</p>	Management to report back on concerns raised by the Union at the next meeting.

Agenda Item	Date Tabled	Issue	Follow-Up/Action
6. 2006 Meeting Schedule		Meetings are scheduled for May 16 th , August 16 th and November 15 th , 2006.	


Michele Migus
Management Co-Chair

Feb. 16/06
Date


Kathleen Demareski
Union Co-Chair

Feb 16/06
Date