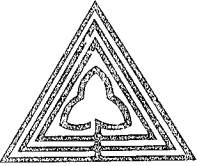


MEMORANDUM

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: September 11, 2006

SUBJECT: **Ministry of Finance**
ERC Minutes – August 22, 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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Leah Casselman
President

/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

August 22, 2006

For the Ministry

Michele Migus (Co-chair)
 Diane Painter
 Peter Deschamps
 Mark Grimsditch
 Angella Walmsley (Recorder)

For the Union

Kathleen Demareski (Co-Chair)
 Leo Herskovits
 Maurice Gabay
 Glenna Caldwell, OPSEU Job Security Officer

Agenda Item	Date Tabled	Issue	Follow-Up/Action
1. Minutes of the Previous Meeting		Minutes of the meeting held on May 16, 2006 were signed off on May 23, 2006.	Posted on the Ministry HRB intranet and OPSEU web site.
2. Notifications		5 Disclosures have taken place since the last meeting. TRD – RCB and CASB – Reporting Relationship (May 2006) TRD – Administrative Support (June 2006) TRD – TCROB, RCB & CASB – Realignment (June 2006) TBO – Reorganization – (June 2006) TRD – Land Taxes Section – PLT Reform (August 2006)	
3. Standing Items	Sept/02	A) Reports i) Unclassified Conversions There were 6 unclassified conversions since the last meeting.	

Agenda Item	Date Tabled	Issue	Follow-Up/Action
		<p>ii) Surplus List</p> <p>For the period covering April 1, 2006 – present, there were eleven employees on the list. Copy was provided to Union.</p>	
		<p>iii) Appendix 15 – List of unclassified employees and strategies for reducing MOF percentage.</p> <p>The Union reported that this issue was raised at CERC and that corporately a commitment was made to have Ministries provide a quarterly listing of unclassified employees.</p> <p>A copy of the report was provided to the Union.</p>	
	Dec/05	<p>iv) New & Revised Job Descriptions – Article 1.4</p> <p>Management provided 42 position descriptions to the Union covering the period May 16, 2006 – August 21, 2006.</p> <ul style="list-style-type: none"> - 17 OPSEU - 17 AMAPCEO - 8 MCP/Excluded 	
4. Business Arising from the Minutes	May/02	<p>B) Ministry Updates</p> <p>i) Review of Tax Revenue Division (TRD) Organizational Structure</p> <p>There are no further announcements at this time. Management will provide appropriate disclosure when decisions are made.</p>	

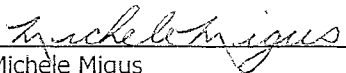
Agenda Item	Date Tabled	Issue	Follow-Up/Action
	March/04	<p>ii) LERC Training</p> <p>Training has been completed for North York, London, Windsor, Kitchener, Hamilton and Mississauga. Ottawa is to be scheduled in the Fall. Oshawa training to be held on August 24, 2006.</p>	
	Feb/06	<p>iii) BMO Travel Card</p> <p>The Union requested clarification whether an employee's personal credit rating would be affected by having a BMO Travel Card or is the card recognized by financial institutions as a corporate card.</p> <p>The BMO Travel Card is a corporate card, and is not considered part of an individual's credit history. Credit histories would not include the Corporate Card as the SIN Number of the individuals is not provided to BMO.</p>	Remove from Agenda.
	May/06	<p>iv) Special Investigations Branch Competition</p> <p>Several group grievances have been filed regarding this issue.</p>	Remove from Agenda.
	May/06	<p>v) CWW Pilot – 2 Week</p> <p>The Union has become aware that there are a group of employees who are currently involved in a 2 week CWW Pilot. Will the pilot be expanded to include OPSEU members?</p> <p>Management provided the Union with an update on a review of CWWs conducted within TRD. Information will be provided to staff within the next month. Q's and A's will be provided to staff at that time.</p>	Remove from Agenda.

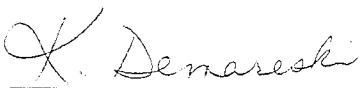
Agenda Item	Date Tabled	Issue	Follow-Up/Action
	May/06	<p>vi) I & IT Consolidation</p> <p>The Union would like assurances from the Ministry of Finance that Systems Officer job competitions that are posted in the Ministry of Finance will include an area of search that will consider former employees of the Ministry of Finance.</p> <p>Human Resources manager's update on July 13, 2006 expressed a commitment to providing broad access to employment opportunities to our own employees and to the skilled workers outside of the OPS. Jobs should be advertised using as broad an area of search as possible – i.e. "open" or "restricted to the OPS" to ensure casting the widest net possible for resources.</p>	Remove from Agenda.
	May/06	<p>vii) Technological Change (FSCO)</p> <p>Management provided an update on June 12, 2006 and it was confirmed that the affected individuals were offered specific courses. The Union Co-Chair was provided with an update of those individuals who took the training that was offered. Employees were advised that if they were interested in taking other courses they should contact their manager. Requests for additional training would be considered.</p>	Remove from Agenda.
	May/06	<p>viii) University Co-op Initiative</p> <p>The Union is requesting information on what work will the students be performing. The Union requested that management provide consideration for corporation tax branch employees for training opportunities within the Ministry before students are afforded opportunities.</p> <p>Management provided an update on the roles and responsibilities of the MOST Co-op Work Placement. This will not displace any OPSEU Bargaining work.</p>	Remove from Agenda.

Agenda Item	Date Tabled	Issue	Follow-Up/Action
	May/06	<p data-bbox="730 168 1062 196">ix) Ministry Business Plan</p> <p data-bbox="680 233 1633 289">The Union is requesting a copy of the Ministry of Finance business plans now that the budget details have been announced.</p> <p data-bbox="680 326 1675 381">Management sought corporate instructions with respect to disclosure of Ministry Business Plans. Management is not in a position to share the Ministry Business Plans at this time.</p>	Remove from Agenda.
	May/06	<p data-bbox="730 391 1062 418">x) Use of Consultants</p> <p data-bbox="680 456 1692 511">The Union provided management with a detailed listing of consultants hired to perform the work of SO3's in the Toronto Office.</p> <p data-bbox="680 548 1640 604">The Union's position is that this work is OPSEU Bargaining Unit work and the positions should be posted.</p> <p data-bbox="680 641 1650 717">The individuals identified are now the responsibility of MGS, subsequent to the re-organization of IT resources. Accordingly, the concerns raised have been forwarded to MGS for their attention.</p>	Remove from Agenda.

Agenda Item	Date Tabled	Issue	Follow-Up/Action
	May/06	<p>xi) Conflict of Interest – TRD</p> <p>The Union requested information as to what the changes were in the Conflict of Interest Guidelines.</p> <p>A memo went out from Marion Crane, ADM, Tax Revenue Division in May, 2006 with the revisions to the Tax Revenue Division Conflict of Interest Guidelines which includes an Appendix which identifies the changes from the previous guidelines.</p> <p>This is available on the Tax Revenue Division’s website.</p>	Remove from Agenda.
		<p>xii) RFP for MOST</p> <p>Union requested a copy of the RFP and information regarding the impact on OPSEU work.</p> <p>On May 17, 2006, the Union Co-Chair was provided with an update which outlines that the RFP is intended to acquire a base commercial off the shelf (COTS) product for tax administration to facilitate the renewal of legacy tax applications (not all TRD related systems). The vendor is required to install and configure the product as well as to work with MOF staff directly to provide skills and knowledge transfer. MOF staff will also develop functionality that is not covered in the COTS product. The vendor will continue to support the base software but staff will support, develop and maintain the resultant product through configuration and/or programming. It is not anticipated that there will be an impact on IT resourcing.</p>	Remove from Agenda.
4. New Business	August/06	<p>i) Changes to Insurance Act</p> <p>Both parties agree that this has corporate implications and therefore should be resolved at CERC.</p>	Refer to CERC.

Agenda Item	Date Tabled	Issue	Follow-Up/Action
	August/06	<p>ii) Informal Ministry of Finance Grievance Review Sub-Committee</p> <p>Proposal to establish a sub-committee to review open grievances and identify Stage 2 meeting deficiencies, possible resolutions and explore options of further conflict resolution training in order to improve and foster a more productive labour relations climate within all offices of the Ministry of Finance.</p> <p>2 representatives from the Union and 2 representatives from Management will meet before the next meeting to determine goals and objectives of this sub-committee.</p>	To meet and discuss.
	August/06	<p>iii) Local Employee Relations Committees</p> <p>The Union is concerned with the impacts to some LERC's as a result of the move towards a functional organization. This issue was identified by some offices during the LERC training. The Union proposes the committee discuss possible solutions.</p> <p>The Union will provide specific details with regarding issues and problems encountered by the LERC's.</p> <p>Management will facilitate a meeting with impacted directors to determine if solutions can be found.</p>	Union and Management to follow up.
5. 2006 Meeting Schedule		Next meeting scheduled for November 15th, 2006 at the North York Tax office.	


Michele Migus
Management Co-Chair


Kathleen Demareski
Union Co-Chair