

MEMORANDUM

OPSEU



SEFPO

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

TO: All Presidents with members in the Ministry of Health and Long-Term Care

All Stewards in the Ministry of Health and Long-Term Care

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: December 9, 2005

SUBJECT: **Ministry of Health and Long-Term Care
ERC Minutes – September 8, 2005**

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,

100 Lesmill Road,
Toronto, Ontario
M3B 3P8

e-mail: opseu@opseu.org
www.opseu.org

100 chemin Lesmill,
Toronto, Ontario
M3B 3P8

courrier électronique
opseu@opseu.org
www.opseu.org

Tel: (416) 443-8888
Fax: (416) 443-9670
Ontario:

Toll free: 1-800-268-7376
TDD:
(416) 443-9898
or
1-800-663-1070

Leah Casselman
President

/jm
att.

cc: MERC Chairs
Ministry ERC

Terry Baxter
OPS Supervisor/Negotiator

MINISTRY OF HEALTH and LONG-TERM CARE
EMPLOYEE/EMPLOYER RELATIONS COMMITTEE (MERC)
MEETING MINUTES

Date: Thursday September 8, 2005
Location: Pond Room, Macdonald Block, 900 Bay Street
For OPSEU: Tony Morabito, Carlyle Lochan, Francis DeBie, Patrick Fry-Smith
and Pat Schillemore (OPSEU staff)
For the Employer: Brenda McCauley, Marjorie Wilcox, Dorothy Mahoney, and Neil
Campbell
Regrets: Dennis Helm and Nick Paul

NOTE: MERC meeting minutes are also available electronically at

<http://intra.moh.gov.on.ca/>

Click on "Human Resources" Intranet, on "For staff", and then on "Employer/Employee Relations"

Business Arising and Standing Items

1. Introductions

The co-chairs welcomed new and returning members of the committee.

The new collective agreement and the effort made to reach that agreement were acknowledged as a positive basis for constructive problem solving by the committee.

Prior to the meeting, the co-chairs had an opportunity to meet to reacquaint themselves with the committee's agenda and to discuss how best to move forward. They are committed to moving forward at our MERC table with an active agenda, including several joint projects. In order to get back on track, the co-chairs have scheduled MERC meetings for October 21, November 16, and December 7.

Dennis Helm will be leaving the committee. Stephen Jarvis will join the committee for PPH divestment updates.

Status: Remove from the agenda.

2. Terms of Reference for the Committee

The new collective agreement offers new language around terms of reference for the committee. A revised terms of reference for the committee incorporating the collective agreement guidelines was circulated. It was agreed that the co-chairs will discuss the terms of reference in advance of the October meeting.

Status: Joint update.

MERC General

3. Previous Minutes

The parties signed the October 2004 minutes. The parties are reviewing draft August 2004 minutes.

Status: Joint update.

4. GAP Project

The parties have renewed their joint interest and commitment to pursuing the benefits of a GAP project. Both have started work behind the scenes to put this back in motion.

Status: Joint update.

5. Operation of Local Employee Relations Committees

The co-chairs have discussed how it would be advantageous to review the operation of LERCs and consider their relationship with MERC.

Management will compile a list of existing LERCs. The parties will discuss where additional LERCs might be established.

Status: Joint update.

6. Employee Relations Committee Training

The parties agreed that it was important that committees have the tools to be effective. The committee will review the training materials jointly developed by OPSEU and MCSS to decide how the training materials might be used in the MOHLTC. The co-chairs will discuss using the materials as part of the joint training for the MERC.

Status: Joint update.

7. Affect of the introduction of Local Health Integration Networks

Work continues within the ministry to identify how the creation of the Local Health Integration Networks (LHINs) will affect ministry work.

A meeting will be organized for the OPSEU MERC representatives with the Deputy Minister to discuss this and other issues of concern.

Status: Management to update.

8. Lateral Transfer Process

The union asks that the consideration of requests be centralized. The union is concerned that the information sought to support an employee's request be no more intrusive than is absolutely necessary.

Status: Management to update.

9. Human Services Cluster I&IT Review

Since this issue was initially discussed, a number of IT reviews within the public service have been initiated. It was agreed that the Chief Information Officer (CIO) for the Human Services I&IT Cluster would be invited to a future meeting of MERC.

Status: Management to arrange for attendance of Cluster CIO.

10. ServiceOntario

Registration and Claims Branch now shares a number of registration services locations with other ministries. Employees continue to report to their own managers within the Registration and Claims Branch. The union recognizes that Service Ontario is a corporate initiative but noted that there could be morale problems where employees at different classification levels performed similar work at a common location, or reported to other managers outside the OPS.

Status: Management to update.

HOSPITALS:

11. Provincial Psychiatric Hospitals (PPH) – Update

OPSEU is reviewing a human resource transfer agreement between the Crown and the North East Mental Health Centre with respect to North Bay Provincial Psychiatric Hospital to determine if it meets the requirements of Appendix 18 of the Collective Agreement. The proposed date of transfer is November 21, 2005.

Discussions are anticipated concerning the transfer of Whitby Provincial Psychiatric Hospital.

No decision has been made concerning Penetangusihene.

Status: Management to update.

LABORATORIES

12. Respiratory Protection Policy: Request for Personal information

It was agreed to defer discussion of this item until the October meeting when the management representative for the Public Health Laboratories will be in attendance.

Status: Management to update.

13. Status of the Public Health Laboratories

Earlier, it was disclosed to OPSEU that the Director, Public Health Laboratories, will report jointly to the Assistant Deputy Minister, Health Services Division, and to the Chief Medical Officer of Health.

No announcements have been made about moving the Public Health function into an agency. The union said that any agency should employ public servants.

It was agreed that the Assistant Deputy Minister, Public Health Division will be invited to a future meeting.

Status: Management to update.

EMERGENCY HEALTH SERVICES

14. Job descriptions

Concerns about titles and responsibilities will be resolved once the new Class Standards are reflected in WIN and Corpay.

Status: Remove from the agenda.

15. Time off to attend awards ceremony

This issue has been addressed within the Emergency Health Services Branch.

Status: Remove from the agenda.

New Issues

MINISTRY WIDE ISSUES

16. Use of Unclassified Employees

Under the terms of the new Collective Agreement OPSEU and the Employer agreed to review the use of unclassified employees and to reduce the use of unclassified during the term of the agreement. The parties agreed to defer further discussion of this issue until direction is received from OPSEU and the Employer.

An updated list of Ministry unclassified employees will be sent to OPSEU.

Status: Remove from the agenda.

17. Joint Training for MERC members

The co-chairs are exploring opportunities for joint training for MERC members.

Status: Joint update

18. Ministry Organization Chart

The Union requested and management agreed to provide an updated organization chart for the MOHLTC.

Status: Remove from the agenda.

19. Affect of the Creation of the Ministry of Health Promotion

A Minister and a Deputy Minister have been appointed and a transition team is operational. Current MOHLTC employees who will be attached to the new ministry will continue to receive human resource services from MOHLTC until further notice.

Status: Management to update.

EMERGENCY HEALTH SERVICES

20. Chairs in the Central Ambulance Communication Centres

A variety of issues have been identified. It was agreed that these would be best addressed within the Emergency Health Services Branch. Where issues are unresolved or may require further discussion, that item will be placed on the MERC agenda.

Status: Remove from the agenda.

21. Compass Camera Project

The Union asked about the status of the Compass Camera Project. Management replied that this project was considered too costly and at this point was not moving forward.

Status: Remove from the agenda.

22. Staffing Levels within Central Ambulance Communication Centres

Discussion of this issue suggested that there was not an over arching issue but several issues specific to three of the CACCs. The parties agreed to refer these issues back to the Emergency Health Services Branch for local resolution.

Status: ~~Remove from the agenda.~~ Employer Update

23. Evacuation Plans

While emergency plans have been developed, it was agreed that more communication and possibly tests are needed to ensure that staff are aware of the procedures and are safe and ensure the readiness of the CCACs to handle any emergency.

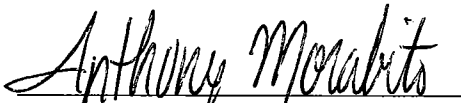
Status: Remove from the agenda.

24. Flow of Information

It was acknowledged that there may have been situations where the parties left a MERC meeting with different understandings concerning the outcome of an issue. Both parties committed to improved communication.

Status: Remove from the agenda.

Approved:


Tony Morabito – Co-Chair


Dorothy Mahoney – Co-Chair

OPSEU



SEFPO

FOR MERC ACTION

Strategic Action from Local Employee Relations Committee
(to be used when an issue is not resolved at LERC table)

Ministry:

Workplace Location:

Local #:

Please use a Separate Form for Each Unresolved issue.

- ✓ **Please include the specific details about the issue.**
- ✓ **Provide any documentation that may assist the discussion at your Ministry Employee Relations Committee (MERC).**

Is the issue related to (please ✓):

- | | |
|---|--|
| <input type="checkbox"/> Job Security and Article 20 | <input type="checkbox"/> Reasonable Efforts - Divestment |
| <input type="checkbox"/> Employer's Corporate Initiative and work re-organization | |
| <input type="checkbox"/> Enforcing the Contract | <input type="checkbox"/> Contract Interpretation |
| <input type="checkbox"/> Health and Safety | |
| <input type="checkbox"/> Other: (please identify) | |

Statement of the Issue:

The Resolution sought by your Local Employee Relations Committee (LERC):

Date Issue was declared unresolved by your LERC:

Is the Relevant material attached? Yes No

LERC Minutes dated:

Correspondence. Please list:

Local ERC Member Contact

Name:

Home #:

Address:

Work #:

**FORWARD to: OPSEU Job Security Unit, 100 Lesmill, Toronto, Ontario M3B 2P8
Fax: (416)448-7462**