

## MEMORANDUM

**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:** Brian Gould, OPS Supervisor/Negotiator

**DATE:** 11 April 2008

**SUBJECT:** **Ministry of Health and Long-Term Care  
ERC Minutes – December 5, 2007**

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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.

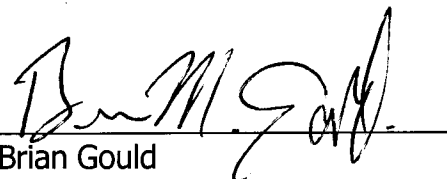
**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas  
President



Brian Gould  
OPS Supervisor/Negotiator

/gj  
att.

cc: MERC Chairs  
Ministry ERC

Ministry of Health and Long-Term Care  
MERC Meeting Minutes  
December 5, 2007


<b>Management</b>	<b>Union</b>
J. Bartley	P. Fry-Smith
H. Cooper	C. Lochan
G. Shaw	M. McDonald
N. Paul	D. Wiley
L. Mayerhofer	M. Simmons
Guest: J. Young	
<b>Regrets</b>	
K. Humphreys	

The meeting was called to order with OPSEU Co-Chairing.

<b>Agenda Items</b>	<b>Discussion</b>	<b>Action Required</b>	<b>Follow Up</b>
1. Previous Minutes October 10, 2007	Minutes were signed off	Post on ministry website	
2. Position Descriptions	OPSEU confirmed they have received 28 new position descriptions through the disclosure process.		
3. Operation of the Local Employee Relations Committees	Parties discussed the Hepburn LERC. LERC Co-chairs to discuss scheduling future meetings. Issues with Kingston LERC discussed.		Management to follow up with Kingston LERC.
4. Grievance Administration Project	Parties discussed the GAP project to resolve	Parties to invite	

Agenda Items	Discussion	Action Required	Follow Up
	outstanding grievances. The parties confirmed the number of outstanding grievances at MHCP is smaller than initially reported. The Union confirmed they would still like to use MHCP as a pilot.	representatives to participate in the process.	
5. Workload Issues a) London CACC b) Public Health Labs	a) London CACC: Parties discussed backup systems in place for the call desk. b) Public Health Labs: Data entry workload volume reviewed. Ongoing discussions will continue locally.	Item to remain on agenda for updates.	
6. Establishment of Joint Health and Safety Committees	Follow up questions from previous meeting were addressed. There are still outstanding locations where worker representatives are required. The Union will follow up.	Worker representatives to be identified.	Union to follow up on worker representatives
7. CACC chairs	Management reviewing the existing chairs on the VOR. Management will be testing cordless mouse options and other suggestions from the ergonomist. Cleaning process discussed.	Testing of ergonomic options ongoing.	Management to update group with results of testing.
8. Internet Access for CACC employees	Management reported that all CACC staff had been advised of the internet access. The Union had concerns that all staff at the London CACC may not be informed. Management confirmed they had been advised in writing.	Item to be removed from the agenda.	
9. Hiring Process at CACCs	Management provided an update on the recruitment information sessions held for management. The Union posed general questions, details to be forwarded.	Union to forward questions to Management.	Management to respond.
10. ServiceOntario	Management reviewed updates discussed at the	Item to remain on the	

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	MERC Subcommittee. Leadership for SRA has changed. As more information is available will be shared.	agenda.	
11. Stewardship in Action Learning and Development	Parties reviewed the Administration and Support Learning Program reviewed at the last MERC. Management invited the Union to share any additional comments or follow up suggestions.	Item to be removed from the agenda.	
12. CACC Uniforms	Parties discussed issues with dry cleaning uniforms at the London CACC. Parties to continue discussions offline.	Item to be removed from the agenda.	Discussions to continue offline.
13. Quarterly Unclassified Employee List	Parties confirmed answers had been provided previously.		
14. Critical Incident Stress	Guest speaker, Vincent Savoia from the TEMA Conter Memorial Trust presented on critical incident stress as an educational item. Group discussion followed.	Item to be removed from the agenda.	
15. Portfolio Management	Guest speaker, Richard Prial discussed the goals of portfolio management and its role in supporting the stewardship model.	Item to be removed from the agenda.	
16. Meeting Dates for 2008	Parties proposed meeting dates for the new year.	Dates to be booked.	

  
 P. Fry-Smith  
 OPSEU

  
 J. Bartley  
 MOHLTC