

**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

**DATE:** 26 January 2010

**SUBJECT:** **Ministry of Health and Long-Term Care  
ERC Minutes – May 13, 2009**

---

Attached, for your information, are the minutes of the above captioned meeting.

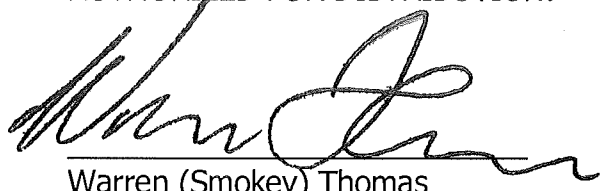
Please post or otherwise make them available to the members in your workplaces.

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.

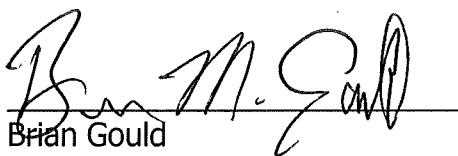
**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas  
President



Brian Gould  
OPS Supervisor

/kg  
att.

cc: MERC Chairs  
Ministry ERC


Ministry of Health and Long-Term Care  
MERC Meeting Minutes  
May 13, 2009

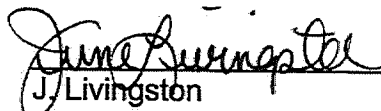
Management	Union
J. Livingston	C. Lochan
H. Cooper	P. Fry-Smith
G. Shaw	C. Falcao
D. Diegel	E. Morin
K. Humphreys	
<b>Regrets</b>	J. Eberle

The meeting was called to order with Management chairing.

Agenda Items	Discussion	Action Required	Follow Up
<b>Business Arising and Standing Items</b>			
1. Previous Minutes October 2008	It was discussed and agreed that the previous Co-Chairs (J. Bartley and P. Fry-Smith) would be the individuals to sign off.	K. Humphreys to send October 2008 minutes to J. Bartley and P. Fry-Smith. Post on ministry website after sign off.	
2. Position descriptions	Process to be confirmed with RSDC		
3. Workload issues	Thunder Bay CACC – night shift <ul style="list-style-type: none"> <li>P. Fry-Smith raised concerns with the number of staff working at night</li> </ul>	H. Cooper to follow-up with local management to seek their input	
	Mississauga CACC <ul style="list-style-type: none"> <li>P. Fry-Smith asked for a review of the call volumes in the Mississauga CACC</li> </ul>	H. Cooper to follow-up with local management to seek their input	
4. Joint Health & Safety Committees	It was noted that there are a number of JHSC that are still not operating because there are no OPSEU representatives available.	K. Humphreys to provide to the next meeting a listing of the Ministry committees	

Agenda Items	Discussion	Action Required	Follow Up
5. Quarterly Unclassified Employee List – process review	K. Humphreys reported that with the establishment of the SBU it was unclear where these reports would be created	K. Humphreys to report back on how this information will be provided in the future.	
6. New Business			
2009 Meeting Schedule	Dates to the end of the year were established: July 8 <sup>th</sup> (changed to July 24 <sup>th</sup> ) September 9 <sup>th</sup> November 18 <sup>th</sup>	Meeting request to be sent out.	
Interest Based Problem Solving	With the addition of a number of new members to the MERC it was suggested that Leslie MacLeod be approached to conduct a session in the near future	K. Humphreys to contact Ms. MacLeod regarding her availability.	
H1N1	C. Lochan raised questions and concerns about a Pandemic Plan with regard to this issue.	K. Humphreys to follow-up	
Mississauga LERC/JHSC	C. Falcao indicated that the Mississauga CACC was having difficulty in getting the LERC and the JHSC up and running	C. Falcao and H. Cooper to jointly look into this and report back at next meeting.	
7. Future Agenda Items			
HR Ontario	J. Livingston		
Agenda Items	It was agreed that in order to facilitate the most efficient running of the MERCs, agenda items would be sent to Kylie Humphreys <b>one week</b> prior to the MERC		

  
 \_\_\_\_\_  
 C. Lochan  
 OPSEU

  
 \_\_\_\_\_  
 J. Livingston  
 MOHLTC