

MEMORANDUM

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

FROM: Brian Gould, OPS Supervisor

DATE: May 5, 2010

SUBJECT: **Ministry of Health and Long-Term Care**
MERC Minutes – July 24, 2009

Attached, for your information, please find the minutes of the above captioned meeting(s).

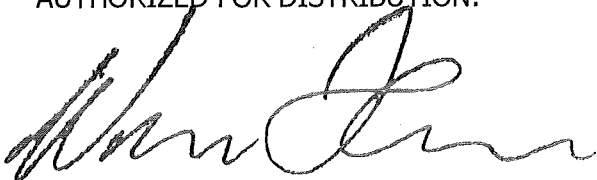
Please post or otherwise make them available to the members in your workplaces.

You will also find attached a MERC referral form which should be used when referring unresolved local issues to the ministry level. We request that you provide the Job Security Group with all supporting documentation, (i.e. minutes, correspondence, etc.), with any referrals.

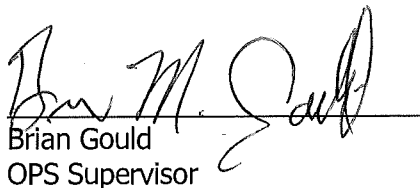
PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas
President



Brian Gould
OPS Supervisor

/JK
att.

cc: MERC Chairs
Ministry ERC

Ministry of Health and Long-Term Care
MERC Meeting Minutes
July 24, 2009

Management	Union
D. Cameron	C. Lochan
H. Cooper	P. Fry-Smith
G. Shaw	C. Falcao
K. Humphreys	G. Caldwell
	J. Eberle
Regrets	J. Livingston D. Diegel

The meeting was called to order with OPSEU chairing.

Agenda Items	Discussion	Action Required	Follow Up
Business Arising and Standing Items			
1. Previous Minutes May 13, 2009	Minutes had been reviewed and are awaiting sign-off.	October 2008 and May 2009 minutes to be posted to Ministry website. Currently old Human Resources Branch under construction by SBU.	K. Humphreys to determine who in SBU will post minutes to Ministry site.
2. Position descriptions	Currently, RSDCs directed to forward new and fully classified job descriptions into K. Humphreys for distribution (via disk) to MERC. C. Lochan referenced a number of additional questions that would be asked for the creation of a new vacancy.	See #10 below for additional information.	

Agenda Items	Discussion	Action Required	Follow Up
3. Workload issues	Thunder Bay CACC – night shift <ul style="list-style-type: none"> P. Fry-Smith raised concerns with the number of staff working at night 	H. Cooper reported that there was currently a Maternity Leave that had not been replaced but that situation would end in September. Coupled with a couple of illnesses, staffing numbers were tight. In addition, there are only 2 fixed term staff.	
	Mississauga CACC <ul style="list-style-type: none"> P. Fry-Smith asked for a review of the call volumes in the Mississauga CACC 	H. Cooper reported that 2 additional resources were coming from the Georgian CACC and in September the CACC was moving to the 2-D model where there is a call taker and a dispatcher on the same desk. Call volumes may be up but they remain within the benchmark	
	Sudbury CACC <ul style="list-style-type: none"> P. Fry-Smith asked for a review of the workload issues in the Sudbury CACC. He noted that issues of geography may be impacting. 	H. Cooper to review and report back.	
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 provided a listing of the Ministry committees	OPSEU to review and report back at next meeting.

Agenda Items	Discussion	Action Required	Follow Up
5. Quarterly Unclassified Employee List – process review	K. Humphreys reported the SBU under D. Diegel is reviewing this process.	D. Diegel to address at September meeting.	
6. Interest Based Problem Solving	K. Humphreys indicated that Leslie McLeod was available to conduct this training.	October 21 st date to be confirmed with Ms. McLeod	Joint training (OPSEU and UMR) being offered. Need to review if that is a better route.
7. H1N1 – Pandemic Planning	<p>K. Humphreys located where Pandemic Planning resides and referenced that the Plan can be located on the MOHLTC Web-site.</p> <p>C. Lochan referenced that some JHSC have raised concerns that the COOP document is not being shared.</p>	K. Humphreys to advise that the sharing of the COOP is appropriate at JHSC.	
New Business			
1. Lateral Transfer for OPSEU Mississauga CACC member to Hamilton CACC (C. Falcao)	A request was made to review the number of lateral transfers granted when filling a vacancy versus the filling through the competitive process.	H. Cooper to provide a summary of the information.	
2. Role of the CACC OPSEU member who are in supervisory positions (C. Lochan/C. Falcao)	A number of concerns were raised that the ACO2 Supervisor incumbents were being requested to perform work that falls outside the bargaining unit and may appear to have a disciplinary aspect to it.	H. Cooper to review the situation in the CACCs to confirm that these requests are not being made.	
3. Service Ontario OPSEU member is sitting in a vacant position and vacant position is now posted. (C. Lochan)	A concern was raised that individuals on secondments were being extended when it was thought the understanding was that they would return to their home positions as the end of the secondment	D. Cameron confirmed that the intent had always been that secondments could be extended with the agreement of all the parties to the secondment.	

Agenda Items	Discussion	Action Required	Follow Up
4. Service Ontario OPSEU member is sitting in a vacant position and vacant position is now posted. (C. Lochan)	See #3 above.	See #3 above.	
5. Compressed Work Week Agreements (C. Falcao)	A copy of the agreement was requested. It was indicated that there seemed to be a number of outdated ones across the CACCs and that they need to be updated and reviewed.	H. Cooper agreed to look into the desire on the part of Senior management in EHS to do this type of review.	
6. LERC for all CACCs	A summary of the LERCs was requested.	H. Cooper agreed to provide a chart to the MERC for the September meeting.	
7. LERC Composition (G. Shaw)	It was noted that when a number of MOHTLC employees moved into Service Ontario that the LERC composition remained the same. However, it now appears that management feels a MOHLTC LERC is required.	OPSEU will look into the available resources to allow this to happen.	
8. Contact names and numbers for all other groups in my portfolio (C. Falcao)	A report of the OPSEU represented positions across EHS was requested	K. Humphreys will work with the SBU to determine if this is available in WIN.	
9. Grievance process timelines (C. Falcao)	Concerns were raised with regard to the length of time it was taking to schedule Stage 2s and for the decision to be rendered.	K. Humphreys will contact RSDCs to remind all of the grievance process timelines.	

Agenda Items	Discussion	Action Required	Follow Up
10. Request for New Standing Item (C. Lochan)	C. Lochan indicated that for new vacancies he would be asking a series of questions to determine why the position was created and how recruitment occurred. The questions would be: 1. Have you created any new vacancies? 2. Through retirement or additional complement? 3. Have you provided disclosure to the Union? 4. Is this the same job title, but doing different work?	K. Humphreys agreed to construct a chart to address these questions.	Add to Agenda as a Standing Item.
11. Update to ACO2 Job Descriptions (P. Fry-Smith)	OPSEU indicated that this change was going to be the subject of a group and policy grievance but were giving management the opportunity to retract the change first.	H. Cooper committed to informing Senior Management in EHS of this offer.	
12. Copy of Devlin Report	G. Caldwell asked if OPSEU could be given a copy of an Investigation Report out of the Oshawa CACC.	K. Humphreys agreed to seek clarification from the CEHSW.	
Future Agenda Items			

Sign on behalf of C. Lochan
 C. Lochan C. Falcat
 OPSEU opseu C

J. Livingston
 MOHLTC
 J. Livingston

Dated: