

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: November 26, 2009

SUBJECT: **Ministry of Health and Long-Term Care
ERC Minutes – September 9, 2009**

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

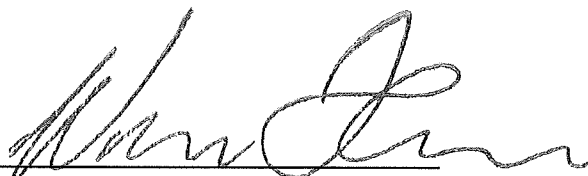
Please post or otherwise make them available to the members in your workplaces.

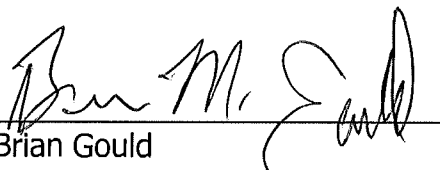
Also attached is a MERC referral form which should be used when referring unresolved local issues to the ministry level. The referral should be sent care of the Job Security Unit with all the supporting documentation, (e.g. minutes, correspondence, etc.), with any referrals.

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

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,


Warren (Smokey) Thomas
President


Brian Gould
OPS Supervisor

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att.

cc: MERC Chairs
Ministry ERC

Ministry of Health and Long-Term Care
MERC Meeting Minutes
September 9, 2009

Management	Union
D. Diegel	C. Lochan
H. Cooper	P. Fry-Smith
G. Shaw	C. Falcao
K. Humphreys	G. Caldwell
S. Floras	J. Eberle
Regrets <i>Dorothy Cameron</i>	J. Livingston

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, May 2009 and July 2009 minutes to be posted to Ministry web-site.	K. Humphreys to work with SBU to post minutes to Ministry site. OPSEU will post them to the OPSEU web 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 	Senior Manager going over next week to review and submit suggestions. May need to recruit outside of the regular CORE hiring.	
	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 two dispatchers. There will be 2 additional FTEs added to the Mississauga CACC.	
	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. Concern was raised by OPSEU that this was additional support being placed on the ACO2s. OPSEU raised the option of hiring another ACO2 to allow for more consistent coverage. 	Addressed issue of remote calls. If an ACO1 is on, it falls to the ACO2 to handle the remote call and the length of time to deal with a remote call. Additional notification issues are dealt with by the ACO2. Looking to bring on an ACO2.	Initially attempt to fill the ACO2 with an ACO2 and then could use an additional ACO1 to back-fill the vacancy.
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. List of all OPSEU


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			employees by location.
5. Quarterly Unclassified Employee List – process review	K. Humphreys reported the SBU under D. Diegel is reviewing this process. OPSEU indicated that there will be other reports requested from Ministries arising from CERC.	A listing was distributed OPSEU ending September 8, 2008.	Any new?
6. New Jobs	Dealt with above.		
7. Disclosure Directive	OPSEU indicated that the disclosure from the MOHLTC seems to be confused, and requested what is the appropriate level of disclosure under the current Disclosure Directive.	Education within MOHLTC of the Disclosure Directive.	
8. HR Ontario Model	D. Diegel provided the Committee with a package "OPS HR Service Delivery Model: MOHLTC Strategic Business Unit".	Ask someone to come to speak to MERC about CEHSW and WDHP. Suggested Janet O'Grady as a possible presenter.	D. Diegel will forward the slide deck to the Committee members.
9. Work Plan	Move toward a strategic basis for the Committee	Think about items to include on a work plan for 2010.	November 18, 2009
New Business			
1. Interest Based Problem Solving	Presented an option of the Joint Training via OPSEU/HR Ontario.	K. Humphreys to submit application on available dates.	
2. Lateral	Resolved.		

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3. 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.	Should be rectified now. H. Cooper to follow up with MERC regarding other issues in other areas.
4. Compressed Work Week Agreements (C. Falcao)	<p>Outdated CWWs do need to be updated. Prepare a template based on CA and then go to MERC, send to LERCs and ask for any local amendments.</p> <p>Consider requested changes and where operationally feasible agree to local amendments.</p> <p>G. Caldwell commented that it was the local President who signed the CWWs.</p>	<p>H. Cooper to work with management team to draft master template.</p> <p>MERC to confirm agreement via letter to the LERC who can then suggest local amendments.</p>	<p>Share draft master template with MERC prior to sharing it locally.</p> <p>G. Caldwell to confirm for MERC the process of how CWWs are signed and implemented at the local level.</p>
5. 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.	None
6. 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.	Agreed to a separate LERC.
7. Contact names and numbers for all other groups in my portfolio (C. Falcao)	A report of the OPSEU represented positions across MOHLTC was requested.	K. Humphreys will work with the SBU to obtain this report from WIN.	
8. Copy of Devlin Report	G. Caldwell asked if OPSEU could be given a copy of an Investigation Report out of the	K. Humphreys agreed to seek clarification from	

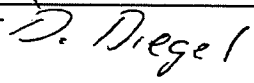
Agenda Items	Discussion	Action Required	Follow Up
9. LERC Terms of Reference	Oshawa CACC. Bring forward to November 18, 2009.	the CEHSW.	
Future Agenda Items			
Work plan for 2010.			



 C. Lochan
 OPSEU



 J. Livingston
 MOHLTC



Dated: