

**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:** 16 August 2007

**SUBJECT:** **Ministry of Health and Long-Term Care  
ERC Minutes – June 13, 2007**

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

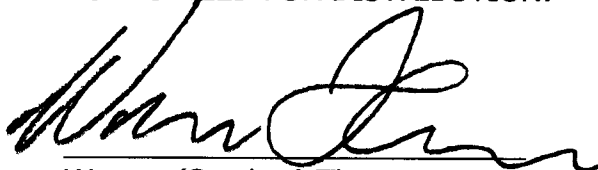
Please post or otherwise make them available to the members in your workplaces.

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.

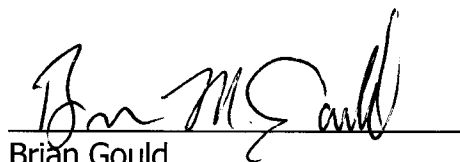
**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas  
President



Brian Gould  
OPS Supervisor/Negotiator

/gj  
att.

cc: MERC Chairs  
Ministry ERC

DRAFT  
 Ministry of Health and Long Term Care  
 MERC Meeting Minutes  
Date: June 13, 2007


<b>Management</b>	<b>Union</b>
L. Wendel	P.Fry-Smith
H. Cooper	C. Lochan
B. McCauley	M. McDonald
N. Paul	D. Wiley
L. Mayerhofer	G. Caldwell
<b>Regrets:</b> J. Bartley	

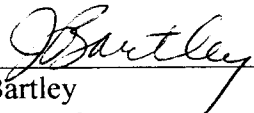
<b>Agenda Items</b>	<b>Discussion</b>	<b>Action Required</b>	<b>Follow up</b>
1. Previous Minutes April 2007	Minutes were approved.		
2. Position Descriptions	New position descriptions were provided to OPSEU.		
3. Operation of the Local Employee Relations Committees	<p>A new LERC management Co-Chair has been appointed to Hepburn and first meeting has been held.</p> <p>Feedback from Kingston LERC training in April discussed. First LERC meeting held after the training went well.</p>	<p>Kingston LERC Co-Chairs to attend August MERC.</p> <p>Two MERC members to sit in on Kingston LERC in the fall.</p>	<p>Parties to follow up with Hepburn LERC if support required.</p> <p>Follow up with Kingston LERC in the fall for additional training support.</p>

Agenda Items	Discussion	Action Required	Follow up
<p>4. Grievance Administration Project</p>	<p>GAP project discussed.</p>	<p>Grievance lists for Penetang, EHS &amp; Reg &amp; Claims to be reconciled. Next step is to jointly review the grievance files.</p> <p>Schedule for Joint LERC training to be determined beginning with Penetang.</p>	<p>Union to forward Terms of Reference for Ministry of Finance GAP to MERC team.</p> <p>Management to follow up with roll out plan for LERC training.</p>
<p>5. Workload Issues</p> <ul style="list-style-type: none"> <li>• Central Public Health Laboratory</li> <li>• London CACC</li> <li>• New Issues</li> </ul>	<p>No workload issues at Central Public Health Lab. Ongoing discussions to be held on staffing issues.</p> <p>Management and union agreed London CACC workload issues to be worked out locally at next LERC.</p> <p>No new issues discussed.</p>	<p>Central Public Health Laboratory to be removed from agenda.</p>	<p>Management to follow up on union request to have a guest attend London CACC LERC.</p>
<p>6. Establishment of a Joint Health and Safety Committee for Hepburn</p>	<p>Management provided an update on management representatives for JHSCs.</p> <p>Health and safety incident at 199 Larch St. in Sudbury discussed.</p>	<p>Union to solicit worker representatives and representatives for JHSCs as required.</p> <p>Management to develop training plan for JHSC representatives.</p> <p>Co-chairs at 80 Grosvenor</p>	<p>Management to follow up on designation of a building lead at 199 Larch.</p>

Agenda Items	Discussion	Action Required	Follow up
		<p>to be registered for certification within the next 2 weeks.</p> <p>Meeting to be scheduled with Sudbury local to review post-mortem on incident, emergency measures and evacuation protocol</p>	
7. CACC Chairs	<p>Outcome of MERC CACC Sub-committee meeting discussed. Management tabled a draft survey to measure if chair is meeting staff ergonomic needs.</p>	<p>Union to draft suggested questions to include in survey. Ergonomist report to be provided to sub-committee when available.</p>	
8. Internet Access for CACC employees	<p>Management provided a status update on arranging for internet access.</p>		<p>Management to follow up with the IT Cluster on timing.</p>
<b>New or Returning Business</b>			
9. Lateral Transfers (OPSEU item)		<p>Item to be removed from agenda.</p>	
10. Hiring Process at CACCs (OPSEU item)	<p>Background on previous recruitment process at CACCs reviewed. Parties discussed changes to the hiring process and the impetus for change.</p>	<p>Management to review process if recruitment efforts do not result in sufficient numbers during next round of hiring.</p>	

Agenda Items	Discussion	Action Required	Follow up
11. Unclassified Employees and Position Best Practices (Management item)	Management provided update on classified vacancy rate. The Union requested more details on the analysis of information.		Management to follow up on questions raised.
12. MERC Effectiveness Survey (Management item)	MERC evaluation survey distributed.	MERC members to complete survey and submit to MGS by July 31, 2007.	
<b>Tabled Items</b>			
13. Service Ontario (OPSEU item)	The union raised concerns around Service Ontario. The issue will be discussed further at an upcoming MERC Transition Sub-committee meeting.	Item to be put on agenda for MERC Transition Sub-committee meeting July 6.	
14. Public Health Lab (OPSEU item)	Discussion on Bill 171, <i>Health System Improvements Act, 2007</i> . The Union proposed a sub-committee be formed or the addition of members to the MERC Transition Sub-committee to review the impact of the Act on members.	Management to respond to proposal.	

  
 P. Fry-Smith  
 OPSEU

  
 J. Bartley  
 MOHLTC