

**MEMORANDUM**

**TO:** All Presidents with members in the Ministry of Transportation  
All Stewards in the Ministry of Transportation

**FROM:** Brian Gould, OPS Supervisor

**DATE:** March 26, 2010

**SUBJECT:** **Ministry of Transportation**  
**ERC Minutes – December 11, 2009**

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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.

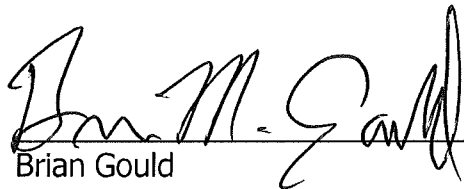
**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas  
President



Brian Gould  
OPS Supervisor

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att.

cc: MERC Chairs  
Ministry ERC

**MTO Ministry Employee Relations Committee (MERC) Minutes**  
**December 11, 2009**  
**Boardroom E, OPSEU Toronto Regional Office (31 Wellesley St. E.)**

In Attendance (* chair of meeting)			
For the Union	For the Employer	Guests	Regrets
S. Valcourt* D. McKnight J. Daniel B. McCullagh J. Marion	M. Goodale R. Fleming B. Gaston A. Hogan K.A. Wilson		
<b>Agenda Item (year-month-agenda#)</b>			
<b>97-01-02</b>	<b>Standing Items</b>		
<b>Outsourcing/Disclosures</b>	<p>The Employer provided an updated chart to the Union.</p> <ul style="list-style-type: none"> <li>• Collision Reporting, Kingston: The Employer confirmed there is no new update at this time.</li> <li>• Licensing Services Branch, Downsview: The Employer confirmed the shift schedule change has been implemented.</li> <li>• Corporate Services Division (CSD) organizational review - Dec. 10/09 announcement and discussion with affected staff. Union requested information with regard to support for staff and competitions posted today. Employer provided this info and will keep the Union apprised.</li> </ul>		
<b>03-06-01</b>	<p>The Employer confirmed the TEO activity report is used to assist in managing program delivery, generating statistics, and planning for the month ahead. The Union expressed concern that the report is used by management to micro manage staff on a 15 minute basis. The Employer will clarify the intention of the reports at the upcoming Enforcement conferences.</p>		
<b>Transportation Enforcement Officers (TEO) Business Performance &amp; Learning Plans (BPLP)</b>	<p>Remain on the agenda.</p>		
	<b>Action</b>		
	Remain on the agenda.		

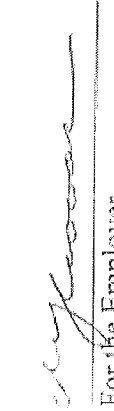
<p><b>04-03-01</b>  <b>Road User Safety (RUS)</b>  <b>Modernization</b></p>	<p>The Employer confirmed the modernization planning is complete and has moved into the implementation phase. The Employer confirmed the new Executive Lead assigned to lead an implementation team. The Employer will seek input from groups of staff to work on modernization and to ensure the final data product is user-friendly and accurate.</p>	<p>Remain on the agenda.</p>
<p><b>05-10-05</b>  <b>Training for MERCs and LERCs</b></p>	<p>The parties will further discuss corporate support for the delivery of ERC training. The parties will encourage some MTO ERC's to take refresher training. The parties will reach out to ERC's for input with regard to training needs.</p>	<p>Remain on the agenda.</p>
<p><b>07-10-01</b>  <b>Fair Hiring Practices</b></p>	<p>The Employer confirmed its commitment to fair hiring practices in the Ministry will always continue. Since 2007, staffing activities through a competitive process have increased by 20%.</p>	<p>Remain on the agenda.</p>
<p><b>07-10-02</b>  <b>Employee Engagement Survey</b></p>	<p>The Employer held a webcast hosted by the Deputy Minister in which approximately 1800 staff participated. The Employer plans to co-host a series of dialogues with senior management and staff advisory groups in the near future. The Deputy and management are committed to listening to staff and leveraging their contribution to the success of the ministry.</p>	<p>Remain on the agenda.</p>
<p><b>07-12-01</b>  <b>Provincial Highway Management Update</b></p>	<p>The Employer confirmed significant PHM projects continue, in which all staff and management are engaged in dialogue in generating innovative ideas for improved program delivery. PHM's intranet provides information with regard to PHM projects and modernizing contract delivery. PHM's innovation intranet website encourages input from all levels of the organization. The Employer confirmed a review of the Environmental function between PHM and P&amp;P divisions is underway and updates will be provided to MERC.</p>	<p>Remain on the agenda.</p>

<p>06-03-07 Downsview Site</p>	<p>The Employer confirmed ORC (MED) provides regular updates on their new intranet site <a href="http://www.ontario.ca/wes">www.ontario.ca/wes</a>. Construction of the hospital is planned to begin in Spring 2010. The Employer will provide information with regard to a survey about parking issues per the previous minutes.</p>	<p>Remain on the agenda.</p>
<p>08-09-03 Downsview Closure August 11/08</p>	<p>The parties confirmed a settlement was reached.</p>	<p>Remove from the agenda.</p>
<p>09-04-02 Engineering Officer Class Series</p>	<p>Defer to the next meeting. No update at this time.</p>	<p>Remain on the agenda.</p>
<p>09-04-03 Atikokan Patrol Yard</p>	<p>The parties confirmed this issue will be dealt with in the grievance process.</p>	<p>Remove from the agenda.</p>
<p>09-04-04 TEO Class Series</p>	<p>The Employer confirmed a job audit is almost complete by Parker and Associates in which they scanned comparable enforcement positions in the OPS and in other jurisdictions. The report will be shared with CERC and MERC once finalized.</p>	<p>Remain on the agenda.</p>
<p>09-04-05 Audit Manual</p>	<p>The Employer confirmed the revised audit manual was launched in April 2009. The audit manual will be reviewed in Spring 2010 in which input will be sought from auditors and stakeholders.</p>	<p>Remove from the agenda.</p>
<p>09-04-07 Letters to Local Presidents</p>	<p>The Employer will continue to provide quarterly reports of new hires to the Union. The Union advised this issue will be referred to CERC for a corporate decision.</p>	<p>Remove from the agenda.</p>
<p>09-09-01 2003 TEO Memorandum of Settlement (MOS)</p>	<p>The parties plan to meet and discuss this issue early in the new year.</p>	<p>Remain on the agenda.</p>

09-09-03 Job Ad Restrictions	The Employer provided information with regard to a posting in PHM that was restricted to PHM staff. The Employer confirmed it will use a wide area of search for posting when possible. The Employer confirmed a RUS posting has been expanded to include TEO2's and 3's.	Remove from the agenda.
09-09-04 Regular Employees in Acting Assignments	Defer to the next meeting.	Remain on the agenda.
09-09-05 Pandemic Planning	The Employer provided information regarding time-critical services/positions in the Ministry, which is posted on the MTO intranet.	Remove from the agenda.
09-09-06 Sarnia TIS CWW	The Employer confirmed local discussions are taking place with regard to the CWW.	Remain on the agenda.
Agenda Item (year-month-agenda#)	New Items	Action
09-12-01 H1N1 & Attendance Support Program (ASP)	The Union asked whether the Employer's ASP will be suspended this winter due to staff being asked to stay home when ill because of H1N1. The Employer confirmed this issue has been raised corporately, in which the ASP will not be suspended but flexibility is built into the ASP to deal with H1N1-related issues.	Remain on the agenda.

Note: These minutes can be located on the CSD intranet and the OPSEU website.

  
For the Union

  
For the Employer

Dec 11/09  
Date

09-12-11  
Date

## FISCAL 2008/2009 - MTO INITIATIVES

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
Northeast Region Re-org.	Change in reporting relationship	20-Apr-09	
I&IT Employee Survey Results	Local disclosure	25-Jun-09	
Change in Reporting Relationship	PHM - Maintenance Standards Section	26-Jun-09	
School Bus Project	Officers conducting inspections - part of certification process	29-Jun-09	
Eastern Region Change in Headquarters	Relocation beyond 40km for 1 out of 3 employees	20-Jul-09	
RUS - E-Collision	Electronic capture of Collision Reports	30-Jul-09	
Contract Delivery Oversight - Update	PHM update - Building for the future	11-Aug-09	
LSB- Change in Working conditions	Will be moving from 3- 8 hour shifts to 2- 12 hour shifts	21-Aug-09	

INITIATIVE	SCHEDULE/TYPE	DISCL. MADE	COMMENTS
Information Share 2009 I&IT IBCSS Results	Internal Business Client satisfaction results	August 25, 2009 Corporate, August 27, 2009 local	
Change in Reporting Relationship	Rus - Carrier Safety and Enforcement with Branch (single incumbents)	Sept. 2, 2009	
Accessibility Standards for Customer Service	Accessibility Unit to begin working with divisions on Training	Sept. 11, 2009	
I&IT Change in Reporting Relationship	Office administration in St. Catharines	Sept. 23, 2009	
Regional Fleet	PHM 5 regional offices	Sept. 23, 2009	
Organizational Review I&IT Re-org resulting in Open For Business (OfB) initiative	No direct change in reporting relationships	Sept. 23, 2009	
CSD and Continuity of Operational Planning (COOP) review	announcing a review is underway	Sept. 25, 2009	
Flexible/Alternate work arrangements - PHM	Asset Management Team (st. Catharines & MERO) will review formal and informal agreements	Oct. 1, 2009	
Change in reporting Relationship - PHM	Property Section	Oct. 16, 2009	
Reclassification and Title change	Government Garage - CSD	Oct. 21, 2009	
Change in Reporting relationship	Transportation Planning Branch (P&P)	05-Nov-09	
Results of the Business Support Review	Top 10 recommendations	16-Nov-09	
CSD Review	New organizational structure, change in report	26-Nov-09	