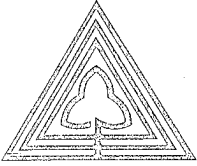


MEMORANDUM

OPSEU



SEFPO

Syndicat des Employé-e-s
de la Fonction Publique
de l'Ontario

TO: All Presidents with members in the Ministry of Municipal Affairs & Housing
All Stewards in the Ministry of Municipal Affairs & Housing

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: January 23rd, 2006

SUBJECT: **Ministry of Municipal Affairs & Housing
ERC Minutes – August 18, 2005**

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:

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Leah Casselman
President

/jm
att.

cc: MERC Chairs
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Terry Baxter
OPS Supervisor/Negotiator

**MINISTRY OF MUNICIPAL AFFAIRS
 MERC MEETING # 01-05
 MINUTES OF August 18, 2005 MEETING
 BOARDROOM 3A - 777 BAY STREET, TORONTO**

**In Attendance:
 FOR THE UNION:**

Ron Marciniak (Co-Chair)
 Kevin DesRosiers (Vice-Chair)

Regrets:
 Roxanne Theriault (Member)
 Stephen George (OPSEU Job Security Officer)

MINUTES: Edith Brethour

FOR THE MINISTRY:

Barbara Ross (Member)
 Carol Kiley (Member)
 Edith Brethour (Resource)

Regrets:
 Bev Hendry (Member)
 Diane Phillipson (Co-Chair)

ITEM NO.	ISSUE	REFERRED TO	ACTION
	<p>Call to Order The meeting was called to order by the Employer, with Barbara Ross acting as Employer Co-Chair.</p>		
	<p><u>MINUTES</u> The minutes of the September 16, 2004 meeting were adopted.</p>		

ITEM NO.	ISSUE	REFERRED TO	ACTION
Business Arising from Last Meeting:			
51.00	<p><u>51.00 WDHP Policy</u></p> <p>Since the last MERC meeting, the Ministry orientation package was launched and shared with the MERC team. The employer confirmed that WDHP and WDHP IT training have been integrated into the ministry's orientation package.</p>		Remove this item from the agenda.
53.0	<p><u>E-Filing Initiative</u></p> <p>Management provided updates on E-Filing Initiatives in the following areas:</p> <p><u>ORHT E-Filing Initiative</u></p> <p>ORHT will conduct field-testing on the system in September.</p> <p><u>Buildings & Development Branch (BDB) Initiative</u></p> <p>There is nothing to report on this initiative.</p>		Item remains on agenda as an update item.
58.0	<p><u>Picture ID Cards</u></p> <p>The Union advised that some employees were denied government hotel rates because they do not have picture ID cards. The Union and Management recognize that field employees do not need picture ID cards. Management indicated they would check to see if a business card and driver's license would be accepted to obtain the government hotel rates.</p>		Subsequent to the meeting management confirmed that a business card and driver's license is accepted at the Delta Chelsea to obtain government rates. Item to be removed from the agenda.
New Business			
80.0	<p><u>Health & Safety Committees Composite</u></p> <p>The Union asked if there was a possibility of having one building Health & Safety Committee given that several other ministries occupy office space at 777 Bay Street. Management responded that the Ministry of Labour views each Ministry as a separate employer. Since each Ministry H&S Committee deals with matters specific to them, a building H&S Committee would blur the lines of accountability. Management advised that there is an inter-ministry building committee that deals with building-related issues as well as general H&S issues that are not Ministry specific in nature. The Union asked if an OPSEU member could join the committee. Management indicated they would investigate options for OPSEU member involvement on the building committee for health and safety items that are common to the building.</p>		Management to investigate options for OPSEU member involvement in the 777 Bay Street building committee.

ITEM NO.	ISSUE	REFERRED TO	ACTION
81.0	<p><u>Eye Examinations – VDI</u> The Union enquired how employees should claim the \$50.00 for eye examinations. Management advised that MBS is currently looking at the process and the Union will be advised of the outcome. Until a decision is made, Management suggested that employees retain their receipts.</p>		Remain on the agenda until the process is finalized by MBS and communicated by Management.
82.0	<p><u>Joint Labour/Management Training</u> The Union asked if the Employer would be interested in embarking on a joint labour/management training initiative for managers. Management agreed with the concept and suggested that the two MERC Co-Chairs work together to come up with some ideas. The Union agreed with Management's suggestion.</p>		Co-Chairs work together to develop ideas for joint training.
83.0	<p><u>Employee Performance Plans</u> The Union objected to managers using the word "commitment" on employee's performance plans since OPSEU do not have P4P like AMAPCEO. The Union suggested that Management instruct the managers to use the words "objective" or "outcome". Management to look into OPSEU's concerns.</p>		Management to look into OPSEU's concerns.
84.0	<p><u>MSD Guidelines for Overtime/Travel Time</u> The Union advised that the MSD Guidelines need be modified based on the recent Collective Agreement changes. Management agreed to modify the document.</p>		Management to modify the document.
85.0	<p><u>MERC Terms of Reference</u> Management suggested that the MERC Terms of Reference (circa 1999) be reviewed in light of the new language enshrined in the Collective Agreement. The Union agreed with Management's suggestion. The MERC Terms of Reference will be revised to reflect the language outlined in the Collective Agreement.</p>		Management to revise the Terms of Reference document and forward to the Union for comments
	<p><u>Next Meeting</u> Meeting will be held December 1, 2005, 777 Bay St., 3rd floor, Boardroom 3A – 2:00 p.m.</p>		

Original signed by

Barbara Ross
Barbara Ross, Co-Chair

Date: Nov 16/05

Original signed by

Ron Marciniak
Ron Marciniak, Co-Chair

Date: Nov. 16/05