

MEMORANDUM

Ontario Public Service
Employees Union

OPSEU



SEFPO

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

TO: All Presidents with members in the Ministry of Community Safety & Correctional Services – Community Safety

All Stewards in the Ministry Community Safety & Correctional Services – Community Safety

FROM: Terry Baxter, OPS Supervisor/Negotiator

DATE: December 7, 2005

**SUBJECT: Ministry of Community Safety & Correctional Services – Community Safety
ERC Minutes – September 13, 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
Ministry ERC

Terry Baxter
OPS Supervisor/Negotiator

MINUTES
Ministry of Community Safety & Correctional Services
Community Safety MERC
September 13, 2005

FOR THE MINISTRY:

Stephanie Reilander
 Greg Gledhill (Recorder)

FOR OPSEU:

Eva Robinson
 Eva Gulbinowicz
 Sandra Harper

AGENDA ITEM	ACTION
<u>Minutes:</u> The minutes from the September 21, 2004 meeting were agreed to and signed off.	
REPORT BACKS	
<u>Health & Safety:</u> The Employer provided the most current list of health & safety committee locations. The Employer also indicated that a new survey was to be conducted late September or October. Union enquired as to availability of Health and Safety Training. Employer stated that training is presently not provided.	Employer to provide revised list when available.
<u>Conversion List/Unclassified Employees:</u> The Employer provided a listing.	Greg Gledhill to check on the status of certain individuals.
<u>ID Cards:</u> The Employer indicated that Gerry Stuart is in favour of having ID cards. If it is not a government wide project then it will be reviewed for the Ministry.	Employer to follow up.
<u>Asbestos:</u> The Employer indicated that Stephanie Reilander sent a report.	
<u>Viewing of OPSEU site:</u> The Union indicated that the issue was dealt with at CERC and employees were allowed to view the OPSEU internet site during non-working time.	Stephanie Reilander to follow up with the HR Director.
<u>GAP:</u>	Greg Gledhill to report back on the number of outstanding grievances.
<u>E-Learning:</u> The Employer report that the Ministry is moving from RAS to VPN for a security function. The Union asked If the SSB e-	Stephanie Reilander to follow up.

MINUTES
Ministry of Community Safety & Correctional Services
Community Safety MERC
September 13, 2005

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training was available on the internet	
<u>Ontario Disabilities Act:</u> Stephanie Reilander provided a copy of the act and the web link. Union requested that the link be more visible on the website.	Stephanie Reilander to pass on request to HR Director.
BUSINESS ARISING	
<u>HR Restructuring:</u> Union requested further information regarding the restructuring of the HR Branch.	Stephanie Reilander to follow up.
<u>Position in ADM/Commissioners Office:</u> The employer indicated that the position in question had been abolished.	
<u>Surplus/VEO:</u> The current list was provided by the employer. The Union clarified the VEO required is a list of employees wanting to exit not those that have exited.	
<u>Major Initiatives:</u> The Employer report that there are OPS wide reviews with respect to SSB and IT to find savings through efficiencies. The Centre of Government is currently reviewing the various functions across the province and at this point it is too early to identify any impacts that there may be.	
<u>Ontario Works:</u> The employer reported that there are no employees in this program.	
<u>Conversion/Unclassified List</u> <u>PISG Positions:</u> The Union indicated that the Ministry has not posted the two (2) positions that were a result of a memorandum of settlement dated March 25, 2005.	Greg Gledhill to follow up and report back
<u>ASP:</u> There was agreement that this item would no longer be a standing item. Union requested that more information or training be made available to staff and managers as there seems to be a lack of understanding	Stephanie Reilander to forward this information to the HR Director.

MINUTES
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September 13, 2005

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of the process in some areas.	
<u>Out of Country Hires:</u> No new hires to report.	
<u>Joint LERC Training:</u> The Employer and the Union suggested the OFM and the Fire College as the pilot area for joint training. The committee had an initial review of two training programs from ComSoc and Environment.	The Union to identify the LERCs that are starting up. The parties to draft a joint training program for review at the next meeting.
BUSINESS BETWEEN MEETINGS – Disclosures:	
Aug. 31/04: Termination MOA AGC	
Nov. 22/04: Recruitment announcement in CFS	
Dec. 6/04 : OFM Reorg of Field Services	
Dec. 7/04: JTS Reorg. TSB reporting relationship change	
Jan. 26/05: HRB realignment and change in reporting relationship	
Jan. 26/05: CFLHRM realignment and change in reporting relationship	
Feb. 11/05: Announcement that Julian Fantino, is the Commissioner of Emergency Management	
Feb. 24/05: Review of the Organization structure of the Fire Investigation and Evaluation Section within the Office of the Fire Marshall	
April 13/05: Results of the October 2003 work process review in the Biology Section of CFS	
April 25/05: Disclosure of JTS Reorganization	
May 2/05: Further disclosure of JTS Reorganization	
June 29/05: Disclosure of Program Review at EMO	
NEW BUSINESS	
<u>OPS Security Checks:</u> The Employer indicated that they have been approved by Cabinet. MSCS not part	

MINUTES
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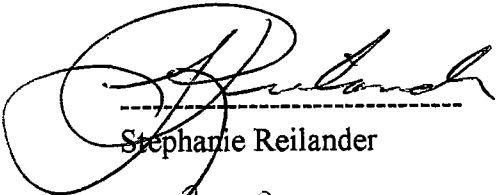
AGENDA ITEM	ACTION
of initial rollout.	
<u>Job Ad for Programme Support Assistant:</u> The employer provided a copy of the ad.	
<u>OPS Ideas Campaign:</u> The Employer reported that a number of ideas were received for Emergency Management and some with respect to the OPP. There were few ideas received that were specific to Community Safety exclusive of the above two areas.	
<u>Health & Safety Plan:</u> The Union asked if the Ministry was integrating a ministry wide health & safety plan into the Ministry business plan. The Employer indicated that Community Safety does not have plan and that Correctional Services does have a plan.	Stephanie Reilander to provide copy of letter from Leah Casselman to Business Planning Branch.
<u>Interns:</u> The Employer provided a listing. Union queried status of individuals (unclassified vs. interns).	Greg Gledhill to follow up.
<u>OHRC policy and Guidelines on Racism:</u> The Employer provided a link to the website.	
<u>2005 OPS Innovation Fund:</u> The employer reported that there were two submissions one from the OPP and one from HR.	
<u>VDT Exams:</u> The Union indicated that there have been some claims that have been refused. The Union requested a generic letter to send to the insurance carrier.	Union to provide a sample copy letter.
<u>Renew Ontario's 5 year Plan:</u> The employer provided a copy of the plan.	
<u>Hiring Controls:</u> The Union asked if each workplace had a central computer where employee could access Job Mart. The employer asked if there were concerns at specific locations and they would review them on a case by case basis.	

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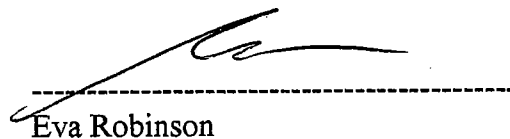
AGENDA ITEM	ACTION
<u>Compressed Work Week:</u> The Union indicated that there is a change in the sign off procedures. Ministry wide CWW's are signed off by the MERC Team and Job Security Officer and local agreements are signed off by the respective Staff Representative.	
<u>List of Locations with CWWs:</u> The Employer indicated that they do not have such a listing.	
<u>Service Ontario:</u> The Employer indicated that this is now part of Ministry of Government Services and there is no impact on the Ministry.	
<u>OFM:</u> The Union indicated that restructuring at the OFM has had a major effect on employees. They further indicated that there is an issue with respect to schedules.	Greg Gledhill to setup a meeting with the local Staff Representative and management and union representative from the OFM.
<u>Next Meeting:</u> November 24, 2005 10:00 a.m. 25 Grosvenor, 2 nd floor Toronto	

For the Employer:

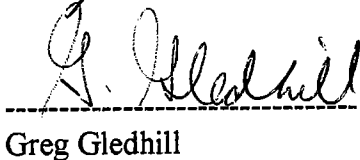
For the Union:



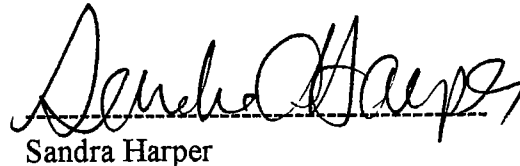
 Stephanie Reilander



 Eva Robinson



 Greg Gledhill



 Sandra Harper

OPSEU



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FOR MERC ACTION

Strategic Action from Local Employee Relations Committee
(to be used when an issue is not resolved at LERC table)

Ministry:

Workplace Location:

Local #:

Please use a Separate Form for Each Unresolved issue.

- ✓ Please include the specific details about the issue.
- ✓ Provide any documentation that may assist the discussion at your Ministry Employee Relations Committee (MERC).

Is the issue related to (please ✓):

- | | | | |
|--------------------------|--|--------------------------|---------------------------------|
| <input type="checkbox"/> | Job Security and Article 20 | <input type="checkbox"/> | Reasonable Efforts - Divestment |
| <input type="checkbox"/> | Employer's Corporate Initiative and work re-organization | <input type="checkbox"/> | |
| <input type="checkbox"/> | Enforcing the Contract | <input type="checkbox"/> | Contract Interpretation |
| <input type="checkbox"/> | Health and Safety | | |
| <input type="checkbox"/> | Other: (please identify) | | |

Statement of the Issue:

The Resolution sought by your Local Employee Relations Committee (LERC):

Date Issue was declared unresolved by your LERC:

Is the Relevant material attached? Yes No

LERC Minutes dated:

Correspondence. Please list:

Local ERC Member Contact

Name:

Home #:

Address:

Work #:

**FORWARD to: OPSEU Job Security Unit, 100 Lesmill, Toronto, Ontario M3B 2P8
Fax: (416)448-7462**

