

**MEMORANDUM**

**TO:** All Presidents with members in the Ministry of Community Safety & Correctional Services (Solicitor General)  
All Stewards in the Ministry of Community Safety & Correctional Services (Solicitor General)

**FROM:** Brian Gould, OPS Supervisor/Negotiator

**DATE:** April 25, 2008

**SUBJECT:** Ministry of Community Safety & Correctional Services  
(Solicitor General )  
ERC Minutes – December 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.

Please use the 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.).

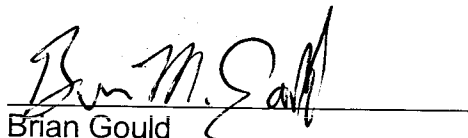
**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY



Warren (Smokey) Thomas  
President



Brian Gould  
OPS Supervisor/Negotiator

/gi  
att.

cc: MERC Chairs  
Ministry ERC

**MINUTES**  
**Ministry of Community Safety & Correctional Services**  
**Community Safety MERC**  
**December 13, 2007**

**FOR THE MINISTRY:**

Dan Hefkey  
 Greg Gledhill (Recorder)

**FOR OPSEU:**

Eva Robinson  
 Eva Gulbinowicz  
 Sandra Harper  
 Mike Stewart (Guest)

AGENDA ITEM	ACTION
<p><b>MINUTES</b>            The minutes from the Sept 13/07 meeting were agreed to with some minor changes.</p>	
<p><b>BUSINESS ARISING</b></p>	
<p><u>OFM Schedules</u>            The Parties indicated that a 5 day schedule was developed for a 6 month temporary pilot. The Union indicated that it would like to see objective measurements of the trial period such as amount of OT and fires by geographic area.</p>	<p>Employer to review objective measurements.</p>
<p><u>Surplus &amp; VEO lists</u>            The Employer provided the list.</p>	
<p><u>Major Initiatives</u>            The Employer reported there were none. The Union requested an update on the OPS HR Transformation. They also inquired if H&amp;S would have a dual reporting relationship.</p>	<p>Employer to provide update at next meeting.</p>
<p><u>Health &amp; Safety</u>            The Employer provided the H&amp;S list.</p>	
<p><u>Ontario Works</u>            The Employer reported there were none.</p>	
<p><u>Conversion List/Unclassified Employees</u>            The Employer reported that OPC is posting the position there.</p>	
<p><u>Out of Country Hires</u>            The Employer indicated that were none.</p>	
<p><u>Interns</u>            Union indicated that CERC was provided with the number of Interns the Ministry received. The Union requested the locations and positions of the Interns for</p>	<p>Employer to provide list at next meeting.</p>

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the Ministry.	
<u>Job Rotation Program</u> The Union indicated that this program was raised at the DM Dialog.	Employer to provide update at next meeting.
<u>EMO Reception Reclassification</u> The Employer indicated that functions were changed for this vacant position and the position has been posted and is bilingual. Position was reclassified from an OA 7 to an OA 8.	
<u>IT Investigations</u> The Union asked whether there was going to be a written policy/process. Employer indicated this is a practice and explained the current practice. Union stated there practice would lead to inconsistency in application and suggested there should be a written policy/process.	
<u>Job Rotation Project</u> The Union requested terms of reference for the project.	Employer to follow-up.
<u>Employee Files</u> The Employer provided the polices and procedures with respect to employee files.	
<u>Survey Results</u> The Employer indicated that the survey has not as yet been completed.	Employer to provide update at next meeting.
<u>Knowledge Transfer Guide</u> The Employer to provide a copy of the guide to the Union.	
<b>BUSINESS BETWEEN MEETINGS</b>	
Oct 18/07 – Results Based Plans.	
Oct 23/07 - Reporting relationship change at JTS	
Nov 5/07 – EMO reporting relationship change.	
Nov 15/07 – Facilities Branch relocation.	
Nov 15/07 – changes to two positions in PSIS.	

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Nov 16/07 – notification to fill a vacancy in accordance with Art 6.1.2.	
Nov 19/07 - Reporting relationship change in Facilities Branch.	
Nov 21/07 – MCSCS Enhanced Recruitment Initiative Program (ERIP).	
Nov 26/07 - - Reporting relationship change at JTS.	
Dec 12/07 - Reporting relationship change at JTS.	
<b>NEW BUSINESS</b>	
<u>Forensic IT Investigations</u> The Union inquired as to what is the difference between audits which are conducted by OPS IT and investigations conducted by Corporate Security Forensics. The Employer indicated the Corporate IT monitors the system for irregularities and if they are found a forensic investigation is conducted.	
<u>Conversion of Nurses at OPC</u> The Union requested information.	Employer to provide update at next meeting.
<u>EMO I&amp;IT Audit</u> The Union inquired as to where and when would they start. The Employer indicated that the notice went out to staff in October and that they have not started as yet.	
<u>PISG Bilingual Position</u> The Union inquired if the position has been posted.	Employer to provide update at next meeting.
<u>Change of Union MERC Co-Chair</u> The Union indicated that this was Eva Robinson’s last meeting. The Co-Chair will be Eva Gulbinowicz and the new Vice will be Mike Stewart. The Employer wished Eva all the best in her retirement.	
<u>LERC Training Update</u> The Parties indicated that LERC training has been completed, that it went well and that LERCs are meeting.	

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AGENDA ITEM	ACTION
<b>NEXT MEETING</b>  March 5, 2008 (rescheduled to April 23 <sup>rd</sup> ) 11:00 a.m. 5757 Coopers Mississauga	

For Union

*E. Gulleraway*

For Management

*[Signature]*  
*[Signature]*  
*D. Kelly*  
EMO