

MEMORANDUM

TO: All Presidents with members in the Ministry of Tourism & Culture
All Stewards in the Ministry of Tourism & Culture

FROM: Ruth Hamilton, OPS Supervisor

DATE: 25 July 2011

SUBJECT: **Ministry of Tourism & Culture
ERC Minutes – May 26, 2011**

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



Ruth Hamilton
OPS Supervisor

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att.

cc: MERC Chairs
Ministry ERC

MINISTRY OF TOURISM AND CULTURE

MERC MEETING MINUTES

Date: May 26, 2011

Location: Culture Division, 401 Bay Street, 18th Floor, Toronto, Lake Boardroom

FOR OPSEU:

Rod Sawyer (Co-Chair, Meeting Chair)
Luanne Walker
Brian Lawless

Judith Marion (Job Security Officer)

Regrets: Diane Wise, Joanne Bénard, David Pohlko

Guests:

Recorder: Darcel Thompson(SBU/HR)

FOR THE EMPLOYER:

Nancy Rowland (Co-Chair)
Grant Troop



Jared Friesen (ER Advisor)

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED
1. Previous Minutes	Minutes February 24, 2011 are signed and posted Minutes to be viewed at: <u>OPSEU website MTC MERC Meeting Minutes</u> http://www.OPSEU.org/ops/merc/tourism/tourismminutes.htm <u>HR Website MTC MERC Meeting Minutes</u> http://www.mczcr.gov.on.ca/offices/corpserv/hr/opseu_merc_lerc.asp	

2. BUSINESS ARISING: (Updates)		
a) MERC Terms of Reference	The Union provided draft Terms of Reference for review. Comments to be captured in track changes.	Management will provide comments before next MERC meeting.
b) Seasonal Seniority List	Seasonal Seniority list with seasonal hours to December 31, 2010 was forwarded March 11, 2011.	Move item to Standing Items on agenda.
c) Article 7.2.2 - Pay administration	The Union inquired as to how the Ministry tracks individuals who are entitled to Article 7.2.2 and have received a reclassification to a classification with a lower maximum salary (downward classification) Management reported this issue is the subject matter of a policy grievance and is unable to discuss it.	Remove from agenda
d) Article 31A.2.3- Wages	The Union is seeking confirmation on the implementation direction as per MGS ERD August 21, 2009 memo re: Calculation of Hours for the Purposes of Competitions and Merit Progression. Management confirmed the provision was effective February 26, 2009.	Referred item back to OSC LERC. Remove from agenda
e) Tele-work arrangements	The Union is requesting the Ministry to identify current Tele-work arrangements/tracking and what documents/directions are provided to affected staff. The Union has also requested copies of these agreements. Management confirmed that there is no tracking of tele-work arrangements or standard templates. Any tele-work arrangements would be made at the local level between the manager and the employee with support from Human Resources Advisor.	Union requests that this item be added to LERC agendas and parties to share relevant information. Remove from agenda.
3. STANDING ITEMS		
a) OPS Employee Engagement Survey	Management provided some highlights on various Employee Engagement initiatives flowing from the 2009 survey. <u>Culture Division:</u> <ul style="list-style-type: none"> • Good progress made with initiative – Managing Requests • Visioning exercise is making good progress 	Management to provide an update at the next meeting.

	<p><u>Ontario Media Development Corporation</u></p> <ul style="list-style-type: none"> • Nothing new to report <p><u>Ontario Science Centre:</u></p> <ul style="list-style-type: none"> • Update provided OSC continues to implement recommendations coming from 2009 Survey. <p><u>Ontario Heritage Trust:</u></p> <ul style="list-style-type: none"> • Nothing new to report <p>Anticipated results by Ministry to be released July 2011.</p>	
b) Fixed-term Lists	Fixed-term list for the last quarter were forwarded May 25, 2011.	Management will follow up on additional questions regarding conversion. OPSEU to follow up on additional comments/issues.
c) Results Based Planning and Expenditure Management	Nothing new to report. RbP book should be released in the next two weeks.	Management to provide an update at the next meeting and copy of book when available.
d) Organizational Effectiveness Review (OTMPC)	No update at this time.	Management to provide an update when available.
e) Operational Review (Ontario Place)	No update at this time.	Management to provide an update when available.
f) Occupational Health & Safety Act	OPSEU requested that the Ministry contemplate providing interactive classroom training to further enhance the WDHP and WVP e-training.	Management to provide update at next meeting or when information is available.

4. NEW BUSINESS		
a) RbP Multi-Year FTE Impacts	<p>Ministry has received 5% FTE cap for 2011/12. With respect to OPSEU, MTC has already reduced FTEs by two OPSEU positions in 2010/11. The Ministry is reviewing vacancies on a case-by-case basis in order to minimize staff impacts of the 5% FTE cap. Management is looking to further manage through vacancies and attrition.</p> <p>The recent budget announcement identified further reduction of 1500 FTEs by 2014. Decisions related to the 1500 FTE reductions by 2014 have not been made and are not reflected in the 5% FTE cap for 2011/12.</p>	Item to be removed from the agenda.
b) Meal reimbursement as per the Travel, Meal, & Hospitality Expenses Directive	OTMPC has reported back that progress is being made and discussions are continuing.	Item to be removed from the agenda.
LERCs	Parties are continuing to compile a list of LERCs.	Report back when information is available.
NEXT MEETING:	September 22, 2011	
d) Meeting dates	Dec 15, 2011 Employer will Chair	

For the Union	Date	For the Employer	Date
	May 26, 2011		May 26, 2011