

**Ministry of Finance
Minutes of Ministry Employee Relations Committee (MERC) Meeting
March 8, 2016**

For the Union

Betty Marchegiano (Co-Chair)
Dave Bissoon (Vice-Co-Chair)
Tracey Cribbs (Health and Safety Member)
Cindy Forsyth (OPSEU representative)

For the Ministry

Linda Gibney (Co-Chair)
Amanda Suzuki (member)
Denise Paulin (member)
Julie Legault (SBU – member)
Justin O’Gorman (CER – resource)
Denise Shiell (CEHSW – resource) - Regret
Ed Grimaldo (SBU - note-taker)

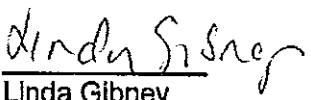
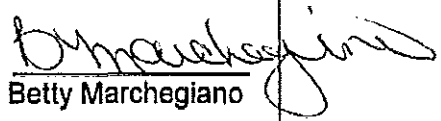
Guest: Marc Casey, OPSEU

Date Tabled		Referred To	Action
Standing Item	<p>Minutes of the Previous Meeting</p> <p>Minutes of the meeting held on December 8, 2015 were signed following the meeting and have subsequently been posted on the Human Resources intranet site (http://intra.net.gov.on.ca/fin-cqsd/strategic-human-resources-services-branch/employee-relations/opseu-minutes/) and OPSEU website.</p>		
Follow-up from previous business:			
Standing Item	<p>1. Notifications</p> <p>Seven (7) Ministry Disclosures have taken place since the last meeting of December 8, 2015.</p>		
Standing Item	<p>2. Status of Divisional Workplace Violence Risk Assessments (WVRA's)</p> <p>The Semi-Annual Workplace Violence Risk Assessments – Status of Implementation Plans (WVRASIP) for the field operations to those MOF offices that have field staff were shared with Joint Health and Safety Committees and MERC Co-Chairs on February 29, 2016.</p>	Management	Management to continue to provide semi-annually.
Standing Item	<p>3. Metrix Report</p> <p>The 2014-2015 Injury & Illness Report was shared with the Union on December 29, 2015.</p>	Management	Management to continue to provide quarterly

2016/03/08	<p>Management advised that the Centre for Employee Health, Safety and Wellness (CEHSW) is currently not able to provide any statistics for 2015-2016 fiscal year. The CEHSW is no longer providing this information to ministries under the previous format. Senior Management in the Human Resources Services Delivery Division is currently in consultation with senior management across the OPS to determine what the new reports should look like and what type of information should be provided to the ministries.</p> <p>Union inquired as to whether the 2014 – 2015 matrix report can be shared with Joint Health Safety local committees.</p>	Management	Management to follow up
2015/03/08	<p>4. Fixed-Term Conversion Report</p> <p>Management followed up with management side of CERC and was advised that the employer does not agree that Appendix 29 requires management to provide a fixed-term conversion report</p>	Union	Union to follow up with CERC and advise by April 15/16
Standing Item	<p>5. Appendix 15 – Fixed Term Report</p> <p>A copy of the report was provided to the Union in advance of the meeting on February 22, 2016. No questions raised.</p>	Management	Management to continue to provide quarterly.
<p>Standing Item</p> <p>2016/03/08</p>	<p>6. New and Revised Job Descriptions – Article 1.4</p> <p>6 – OPSEU 10 – Outside the OPSEU bargaining unit</p> <p>Management advised that when the Job Description Repository (JDR) was implemented in 2012 it was determined that signed job descriptions would no longer be required for an ECU submission. Job descriptions are authenticated on the basis of a unique system generated profile ID, serving as confirmation that it is in our enterprise repository and/or has been evaluated by the ECU. Job descriptions evaluated by the ECU bear both the names of the approving program official and the classification specialist. Each job description in the repository cites the following when a pdf version is generated: "This document is a copy of the current,</p>	Management	Management to continue to provide monthly, in advance of MERC meetings

	<p>approved job description from the OPS Job Description Repository (JDR) maintained by the Ministry of Government Services effective as of the approval dates".</p> <p>Job descriptions which have not been linked to a position number will indicate 'inactive' in the tombstone information. As soon as job descriptions are linked to a position number, they become 'active'. Article 1.4 of the OPSEU Collective Agreement requires the disclosure of position descriptions for new positions – often this disclosure occurs before the new/revised job description is linked to a position number.</p> <p>Union has no questions.</p>		
2016/03/08	<p>7. Health and Safety: Application and Effectiveness of Loner Mobile / Loner Duo for Inspections Staff</p> <p>The Union raised a concern with regards to reception issues for the loner mobile/loner duo and inquired as to other technology options that may be more effective.</p> <p>A grievance has been filed on this issue.</p>		Removed from agenda.
2015/12/08	<p>8. Health and Safety: Training for Inspections Staff Working Alone</p> <p>The Union raised a concern with regards to a need for more comprehensive training program for all Field Inspectors and has requested a comprehensive training plan to address work related risks for inspection staff working alone.</p>		
2016/03/08	<p>Employer provided an update. Union will review and respond by next meeting.</p>	Union	Report back.
2015/12/08	<p>9. Health and Safety: Training, communication procedures and reporting protocols for Joint Health and Safety Committees (JHSCs)</p> <p>The Union is seeking clarification on the training/information available to JHSC. Centre for Employee Health Safety and Wellness (CEHSW) advised the Union of the JHSC resources available at the following link: http://intra.ops.myops.gov.on.ca/cms/tiles.nsf/</p>		

2016/03/08	<p>(vwReadPagesByRefId_Content)/whw2010.01.04.10.51.47.LLW_page?open. In addition, JHSC training is available through CEHSW.</p> <p>Email communication sent January 5, 2016 on MERC's behalf to all MOF JHSC Co-Chairs to remind JHSCs of the wealth of resources that are available on the CEHSW's OPS Wellness site to support JHSCs.</p> <p>No questions.</p>		Removed from agenda.
2016/03/08	<p>10. Questions regarding FSCO</p> <p>The union has reviewed the preliminary position paper on the Review of the Mandate of FSCO, Financial Services Tribunal, and the Deposit Insurance Corporation of Ontario and has asked management if any decisions have been made. Management has advised they are not aware of any decisions.</p>		Review again in June 2016 (next MERC Meeting)
New Business			
2016/03/08	<p>1. Updated Statistics for Attendance Support Management Program (ASMP) - Quarterly Report</p> <p>The Union has requested a quarterly report of its members and their ASMP level.</p> <p>Management advised that ASMP reports are currently under development and once available will be shared at the CERC table.</p>		Review again in June 2016 (next MERC Meeting)
2016/03/08	<p>2. List of Transition Exit Initiative (TEI)</p> <p>The Union has a list of outstanding TEI, approved TEI and not approved (containing member names, number of TEIs by order of seniority).</p> <p>Management advised that a list of approved TEIs is provided to Corporate OPSEU through CERC. Effective December 19, 2015, managers are required to provide response letters to new OPSEU TEI applicants indicating that while their applications have not been approved at this time their request will remain active for on-going consideration. The letters should be issued from managers no later than 90 days following acknowledgement of receipt of TEI application.</p>	Union	Follow up with OPSEU CERC team.

2016/03/08	<p>3. MOF Grievances Outstanding</p> <p>The Union has requested a list of all outstanding MOF grievances.</p> <p>Management has advised that it will not provide a list of outstanding grievances.</p>	Union	Follow up with the OPSEU grievance department.
2016/03/08	<p>4. Possible Retirement Surge</p> <p>The Union has inquired as to the employer's plan with regards to knowledge transfer and vacancies on the possible surge in retirements from OPSEU-represented employees and filling vacancies.</p> <p>Management and Union will continue to discuss this concern.</p>		Review again in June 2016 (next MERC Meeting)
	<p>5. Disclosure regarding pilot cross-designation of inspections staff and municipal tobacco officers</p> <p>The union would like more information about the pilot project. The MERC team has agreed to ask a manager from inspections to attend the next MERC meeting to explain the pilot project to the full team.</p>		Management/Union to discuss at June 14/16 meeting.
	<p>6. Bill 173 Benefits Transformation Initiative</p> <p>The union has reviewed Bill 173 and asked management if any decisions have been made. Management has advised they are not aware of any decisions at this time.</p>		Management/Union to discuss at June 14/16 meeting.
	<p>Next Meeting</p> <p>The next meeting has been scheduled for June 14, 2016 from 9am-3:30pm.</p> <p>Location: 33 King St. W. (Room TBD), Oshawa</p>		
	<p>Original signed by:</p> <p> Linda Gibney</p> <p> Betty Marchegiano</p> <p>Dated: March 8, 2016 Dated: March 8, 2016</p>		

