

MINISTRY OF ADVANCED EDUCATION AND SKILLS DEVELOPMENT

MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)

900 Bay Street, TORONTO, ON M7A 0B1

September 18, 2018

For Management:

Jennifer Barton, Director, Eastern Region, Employment and Training Division
(Management Co-Chair)
Kara Smith, A/ Manager, Strategic Business Unit
Anna Fitzsimmons, Employee Relations Advisor, Employee Relations Branch
Maria Mellas, Director, Advanced Education Learner Supports

Guests:

Anne- Marie Pertsch, Strategic HR Business Advisor- Strategic Business Unit
Jan Hughes, Director- Regional Review
Victoria Pensa, Manager
Laura Benn-Taggart, Senior Project Lead
Peter O'Keefe- Manager
Trish Dorman- Manager

***Chair of the Meeting**

For OPSEU:

*Sophia Ambrose, Communications Officer, Student Financial Assistance Branch (OPSEU
Co-Chair)
Cindy Forsyth, OPSEU Negotiator
Brenton Beeston, Employment and Training Consultant- Central Region
Bonnie Sweet- Employment and Training Consultant- Eastern Region

Regrets:

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED	DATE TABLED
NEW BUSINESS			
1. Minister's Budget Announcement support Ontario's Apprenticeship System: deferred from May meeting including movement of work from MOL to	<p>The Employer advised that increasing access to the skilled trades has been a key priority for our Ministry. They are still awaiting Ministry direction, and will provide updates as they become available.</p> <p>OPSEU inquired regarding the transfer of OCOT. The Employer explained that this will move back to MTCU, and negotiations are occurring to determine what this will look like. Information</p>	The Employer will provide an update.	September 18, 2018

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MTCU.	and/or Disclosure are targeted for October.		
2. New Ministry- what is being transferred from MCI	Disclosure is targeted for October. Under the MCI umbrella; the Ministry will receive Immigrant Training programs for MCI.	The Employer to provide an update.	September 18, 2018
3. Standard's Officer position- OSAP	<p>The Employer advised that there is approval to temporarily fill the position, interviews will be scheduled, and position will be filled by mid-October.</p> <p>OPSEU inquired who was currently completing the work. The Employer advised that the work is being done by existing Compliance Officers.</p> <p>OPSEU raised concerns that this was posted in June, and should have been filled sooner. The Employer advised that this position did not initially have approval, and was not approved until August.</p>	Remove from Agenda.	September 18, 2018
4. AMAPCEO doing BU work	<p>OPSEU raised concerns that an AMAPCEO position was also completing functions of the Standard's Officer position.</p> <p>The Employer advised that AMAPCEO Coordinator was reviewing the work for final sign-off by the Director.</p>	The Director will confirm the approach with the unit, until the position is filled.	September 18, 2018
5. Yammer	<p>OPSEU inquired about what the use of Yammer is. OPSEU raised concerns that there may be no protocols on Yammer, which have led to WDHP issues.</p> <p>The Employer explained that Yammer is a collaboration tool, which is used for employees between Ministries.</p>	OPSEU will refer this Agenda item to CERC.	September 18, 2018
6. MERC Training	OPSEU presented an opportunity for team training to take place at our first 2019 meeting.	OPSEU will make arrangements with the Employer.	September 18, 2018

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BUSINESS ARISING			
1. Appendix 15- looking at FXT list	<p>The Employer followed up, and advised that this information was not tracked. The only way to track this is through an individual manager. The Employer advised that it would be easier to look at employees who are close to the 18 month, and look at the individual case.</p> <p>OPSEU raised that there should be more information added to the FXT lists provided: date member entered the OPS, position numbers, and a column for comments.</p>	OPSEU and the Employer will discuss prior to the next meeting.	May 15, 2018
2. LERC Kitchener referral	The Employer followed up; this was a time-limited event due to the capacity in the office. This is not an ongoing practice.	Remove from Agenda.	May 15, 2018
3. Compliance Officer Position	<p>The Employer reviewed the Job Spec, and advised that there were no updates or changes as the duties were already reflected in the current Job Spec within the broader categories.</p> <p>OPSEU recommended that more clarification should be given, so there is a clear understanding between employees and managers.</p>	The Employer will set up a meeting with the employees to review the Job Spec prior to the next MERC.	May 15, 2018
4. Community Hubs	The Employer followed up on the London Pilot, and advised that there were initial conversations a year ago; however we have not been involved since this time.	Remove from Agenda.	May 15, 2018
5. Information Share-SFAB Refinement	The Employer did not have an update, as this is currently on hold until new direction is given from the new government.	The Employer to provide update.	May 15, 2018
6. Security Screening	The Employer provided a presentation as an update. The Employer advised that a new Labour Market Transfer Agreement (LMTA) has been signed. In the interim, employees who are not in the ETC role; will have the opportunity to voluntarily complete a security check, to gain access.	The Employer will follow-up on the process pertaining to OPSEU's question.	May 15, 2018

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	OPSEU inquired what would happen if employees did not pass the security screening or choose not to voluntarily complete the security screening.		
7. RERCs/LERCs	New plan will be developed.	Remove from Agenda.	Follow-up: February 28, 2017 May 16, 2017 September 19, 2017, November 16, 2017, February 27, 2018
8. Health Productivity Program	The Employer does not have the resources to be able to track information regarding staff that are away from the workplace and may require return-to-work plans. If there are issues which cannot be solved at the local level, they can be brought back to the MERC table.	Remove from Agenda.	May 10, 2016, November 16, 2017, February 27, 2018
9. FAA- new position (SDA school scheduling clerks to do this work as OAD 9) but this new position without the other school scheduling work is OAD 10- Seat purchase planning	The Employer advised this is still in progress.	Defer to next meeting.	September 19, 2017, November 16, 2017, February 27, 2018
10. Employee Toolkit	OPSEU reviewed package, and has no issues.	Remove from Agenda.	November 16, 2017, February 27, 2018
11. Conversion of	The Employer followed-up and advised that this is not normal practice.	Remove from Agenda.	November 16, 2017, February 27,

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Positions			2018
12. Role of the ETO vs ETC	The Employer advised that there is no update at this time, but committed to reviewing the Job Specs.	Defer to next meeting.	February 27, 2018
STANDING ITEMS			
1. Redeployment	No update.		
2. Seniority list, Seasonal list, and Fixed-Term list	The Employer provided the lists to OPSEU. OPSEU advised that there were employees missing from the lists. OPSEU requested the lists on a monthly basis. OPSEU advised that there should be a job position column on the Seniority list. OPSEU advised the number of hours worked should be on the Seasonal list.	The Employer to follow-up on the requests. OPSEU to provide the Employer with list columns.	
3. Second Career Program Review	No update.		
4. Training and Development	No update.		
5. Technological Change	No update.		
6. Digital Government	No update.		Follow-up: May 16, 2017, February 27, 2018
7. Attendance Management Support Program -	The Employer provided an update regarding employees who remained on the ASMP list. After following up with HR Advisory Services, it was advised that managers were the best resource	Remove from Agenda.	Follow-up: May 16, 2017 September 16,

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Stats	for this information.		2017, November 16, 2017
8. Value for Money audit	<p>The Employer provided an update from the Employment and Training Division; the Auditor is expected to publish its Employment Ontario Value for Money 2018 follow-up report in the fall.</p> <p>The Employer provided an update from the Ontario Student Assistance Program; the Office of the Auditor General provided the program area with the scope of the audit. The audit team has met with staff and management, to gather information. Draft report from the Auditor is expected in mid-October for review and discussion with the management team. Responses will then be drafted and provided to Auditor in November for a final report to be issued by the Auditor in late November. Dates are only tentative at this point.</p>		February 27, 2018
9. Indigenous Education	The Employer provided an update on the Indigenous Cultural Competency Training; the training has now expanded to all staff. Managers are identifying roles with priority need, and will continue to expand.		
10. Employment Ontario Contact Centre	The Employer advised that the initial consultation has been completed. The Employer to provide more information as it becomes available.		<p>Updated November 16, 2017, September 19, 2017</p> <p>December 13, 2016, May 10, 2016</p>
11. Bill 173- Benefits Transformation	No update.		
12. New Apprenticeship	The Employer provided an update. Increasing access to the		

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Strategy	<p>skilled trades and revitalizing skilled labour has been identified as a key priority for the government and Minister. Apprenticeship is an important component of this discussion.</p> <p>Having said that, it is still very early days in terms of our briefings and discussions with the new Deputy and Minister with respect to apprenticeship programs and skilled labour.</p> <p>At this time, we further ministry direction.</p>		
13. Common Assessment Tool (documents, Q's and A's)	No update.		
14. Employment and Training Consultant Learning Path	<p>The Employer provided an update presentation on the Divisional Learning Community of Practice. Phase One has been completed and a Curriculum of courses were created to build an ETC Learn Path. Phase Two has begun this fall, and can be offered entirely online.</p> <p>The Employer advised that there has already been a Pilot Group of 46 graduates, as well as a Fall Cohort of 14 participants.</p>	Remove from Agenda.	
15. Data Analytic Framework	No update.	Remove from Agenda.	
16. My EOIS	OPSEU raised concerns regarding ticket rectification notifications, as well as response times. My EOIS is still in development stages.	The Employer to follow-up, and will invite presenters for next meeting.	

Original signed by
Sophia Ambrose, for the Union

Date

Original signed by
Jennifer Barton, for Management

Date