

Ministry Employee Relations Committee (MERC) MEETING

June 18, 2019

777 Bay St., Toronto, M5G 2C8

In Attendance

For the Union	For the Employer	Guests	Regrets
Sophia Ambrose, Communications Officer, Student Financial Assistance Branch (OPSEU Co-Chair) Bonnie Sweet- Employment and Training Consultant- Eastern Region Oliver Obagi, Employment and Training Consultant, Eastern Region Glenna Caldwell, OPSEU Negotiator	Jennifer Barton, Director, Eastern Region, Employment Transition (Management Co-Chair) Kara Smith, Manager, Strategic Business Unit Katie Baragar, Employee Relations Advisor, Employee Relations Branch	Tricia Dorman and Andrew Barker, Manager, Employment and Training Division Sandra Muzzi-Pedota, Manager, Advanced Education Learner Supports (Teleconference) Enrico Dematteo, OPSEU Staff Samantha Anderson, Policy Manager, Apprenticeship Branch	Maria Mellas, Director, Advanced Education Learner Supports

Date Tabled	Standing Items	Referred to	Action
June 18, 2019	<p>Redeployment</p> <p>No one on redeployment list at this time.</p>		
June 18, 2019	<p>Seniority List, Seasonal List, Fixed Term List</p> <p>All lists were provided in advance of MERC.</p> <p>All lists to be provided quarterly, in advance of MERC meetings, unless there is an identified need to review the list outside of these timelines.</p> <p>There will be an ongoing review of the fixed-term list for conversion purposes.</p> <p>OPSEU raised questions about the lateral transfer process in place and indicated approximately 4 employees currently on the lateral transfer list.</p>	The Employer	<p>Employer to confirm appropriate process being followed for lateral transfer process.</p> <p>Employer to follow-up with recruitment to determine how many employees are on lateral transfer list currently.</p>
<p>November 27, 2018</p> <p>Follow-up:</p> <p>March 5, 2019</p> <p>June 18, 2019</p>	<p>Employment Services Transformation:</p> <p>A) Update on Integration Plan</p> <p>Work continues to be ongoing. Vendor market day was held on May 15, 2019 in Toronto. Interested vendors attended and were consulted on possible options for future operating approaches.</p>	The Employer	The Employer will provide ongoing updates as they become available.

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	<p>B) 3 Pilot Projects - Prototypes Prototypes have not yet been selected. There will be three prototype catchment areas selected for phase 1 implementation. The timeline associated with this is early summer.</p> <p>No impacts to staff have been identified at this time.</p> <p>It is anticipated that there will be a 2-step selection process with Request For Qualifications (RFQ) in early summer and Call For Proposals (CFP) in early fall.</p> <p>C) Common Assessment Tool – Documents, Q’s and A’s, Municipalities Work continues around the development of a common assessment tool. More details will be shared closer to implementation.</p>		
<p>November 27, 2018 Follow-up: March 5, 2019 June 18, 2019</p>	<p>OCOT Updates</p> <ul style="list-style-type: none"> • The process to wind down the College will be gradual and will take place over several months, with the ministry-led model expected sometime this fall. • The Skilled Trades and Apprenticeship Transition (STAT) project team has completed the discovery phase of their work, which involved assessing the key functions and services of the College. 	<p>The Employer</p>	<p>Employer to confirm formal engagement plan.</p> <p>Further updates will be provided as we continue to transition from one phase to the next.</p>

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	<ul style="list-style-type: none"> • They have also looked at some of the activities the Ontario College of Trades supports. • The team is now in the next phase of the project, which includes a focus on developing a transition delivery model for the government's consideration. Again, this work is gradual with no direct impacts on staff at this time. • During the transition period between the state where OCOT delivers a range of services, and the future state where OCOT no longer exists, the team is developing options to ensure business continuity, a client-centered framework, and clearly defined roles for the College and the ministry. 		
<p>May 15, 2018 Follow-up: September 18, 2018 November 27, 2018 March 5, 2019 June 18, 2019</p>	<p>Appendix 15 – Reducing use of Fixed-Term Positions</p> <p>OPSEU is requesting that the Employer work to reduce the use of fixed-term employees by converting them to regular status as per Appendix 15. The parties will continue to review fixed-term lists and postings.</p>	<p>The Employer</p>	<p>Employer will continue to review vacancies and the use of fixed-term employees.</p>
<p>December 13, 2016 Follow-up: November 16, 2017 February 27, 2018 May 15, 2018 September 18, 2018 November 27, 2018</p>	<p>Indigenous Education</p> <p>Employer continues to implement cultural training across the province. Target completion date across OPS is 2021.</p>	<p>The Employer</p>	<p>Employer to provide quarterly updates.</p>

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<p>March 5, 2019 June 18, 2019</p>	<p>Staff from the first quarter are still completing the training or haven't yet started. 105 staff across the province have registered in the first quarter. Employees have 8 weeks to complete the training from the time they're registered.</p>		
<p>September 2017 Follow-up: November 26, 2018 March 5, 2019 June 18, 2019</p>	<p>Apprenticeship</p> <ul style="list-style-type: none"> • On May 29th, the budget bill passed in the Ontario legislature and received Royal Assent, and as a result, the <i>Modernizing the Skilled Trades and Apprenticeship Act</i> was also passed. • One of the initiatives being introduced is the portable skill sets which will help speed up certification and training in the skilled trades. Portable skill sets are a new competency-based system to provide workers and employers with more flexibility. • It will allow apprentices to train in the exact skills an employer or job requires, and they would be able to choose to continue their training for the full trade or pursue other skill sets later. • It also allows industry stakeholders to identify new opportunities for apprenticeship training and certification. • In addition, the government will be moving towards a ministry-led delivery model, but for now, no decisions have been made on the model. 	<p>The Employer</p>	<p>Employer to provide further details as they become available.</p>

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	<ul style="list-style-type: none"> • Although there are several changes being introduced as part of the passage, it does not mean that these changes will be taking effect immediately. The Act has not yet been proclaimed, and there are several steps required before we will see any changes being implemented. • The Ministry is in the process of developing a comprehensive engagement strategy with its stakeholders. This will help us with implementation on our modernization efforts. • In the coming months, and subject to government approvals, the Minister will appoint a panel, made up of training and skills advisors, to assist with the implementation of the new legislation, including engaging with industry and stakeholders to develop portable skill sets, advise on restricted activities, and encourage participation of under-represented groups, such as women, Indigenous people and people with disabilities in the trades. • In the meantime, the trades are still functioning as we know them. The passage of the Act did not close the Ontario College of Trades. The College will continue to deliver core services until the ministry-led model is in place and the transition of the College wind down is complete. • The process to wind down the College will be gradual and will take place over several 		

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	months, with the ministry-led model expected sometime this fall.		
Date Tabled	Business Arising	Referred to	Action
March 5, 2019 Follow-up: June 18, 2019	Transition Exit Initiative TEI process remains the same for OPSEU members.	Employer	On a go-forward basis the Employer will provide statistics regarding number of TEI applications received and approved to date, including employee names. Employer to provide reminder to HR Advisory Services to send all appropriate paperwork to disclosure@opseu.org . Employer to provide current TEI stats in advance of next meeting.
May 15, 2018 Follow-up: September 18, 2018 November 27, 2018 March 5, 2019 June 18, 2019	Compliance Officer Position Management has met with Compliance Officer staff over the past three months to go over their current job description. Compliance officers have provided feedback and input into the revised version of the job description to ensure that it	The Employer	Employer to provide MERC Co-chairs a copy of the submission when being provided to Enterprise Classification Unit. Follow-up on status at next MERC meeting.

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	captures the current work they do. Compliance officers are required to provide confirmation by this Friday that there are no further edits required.		

Date Tabled	New Business	Referred to	Action
June 18, 2019	<p>LERC Participation Looking at collecting data on Local Employee Relations Committee. Would like to create spreadsheet of existing teams, locations, and training requirements</p>	Employer	OPSEU to provide spreadsheet for Employer to input data. Employer will provide list of work locations prior to next meeting.
June 18, 2019	<p>Security Clearance (NEW) Disclosure</p> <p>New hires would be required to cover costs associated with clearance, however current OPS employees would have their costs covered by the Employer.</p> <p>Current incumbents are not required to participate in clearance process, however volunteers have been sought to participate in this process. There</p>	Employer	<p>Employer to provide OPSEU with a list of names of current incumbents associated with position numbers that were provided in disclosure.</p> <p>Remove from Agenda.</p>

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	<p>is no impact to current incumbents who decline to participate in the clearance process. Security clearance will be mandatory requirement for new incumbents.</p> <p>Approximate timeframe for clearance to be completed is 4 – 6 weeks but can be longer depending on jurisdiction.</p> <p>Clearance will be required every 10 years, as per the Federal Government Requirements, or as per the <u>Employment Screening Checks Policy</u></p>		
<p>June 18, 2019</p>	<p>Service Delivery Assistant/School Scheduling Liaison (OAD09) vs Financial Admin Assistant (OAD10) – both positions doing School Scheduling</p> <p>There is no position in ETD that has school scheduling listing in the job description. These duties are spread out across the regions, where the scheduling is required. Some regions utilize OAD09's and some use OAD10's, however those utilizing OAD10's indicate that those duties are very limited.</p>	<p>Employer</p>	<p>Both Employer and OPSEU to gather some additional information regarding these duties to share at next meeting.</p> <p>Employer to provide Job Descriptions for OAD09 and OAD10 as soon as possible.</p>
<p>June 19, 2019</p>	<p>ETC Position – Travel Implies requirement of Driver's License</p> <p>Job advertisement indicates mandatory requirement of ability to travel to locations where public transit is not available.</p>	<p>Employer</p>	<p>Employer to follow-up with recruitment to determine standard language that is recommended/currently being used.</p>

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	<p>Concern from OPSEU is that language implies that a license is required.</p> <p>OPSEU suggests standard language of "A drivers license is not a mandatory requirement of this position; however frequent travel may be required to areas without access to public transit."</p>		

Next Meeting Date Scheduled for: September 24, 2019

For the Union:



Sophia Ambrose

Date: June 18/19.

For the Employer:



Jennifer Barton

Date: June 18/19