

# Ministry Employee Relations Committee - Corrections

## Ministry of the Solicitor General

### Minutes

Thursday, October 24, 2019  
Maplehurst Correctional Centre

## Attendees

### For the Union

- Chris Jackel (Co-chair)
- Chad Oldfield
- Scott McIntyre
- Janet Lavery
- Chris Abbott
- Sandra Harper

### For the Ministry

- Daryl Pitfield (Co-chair)
- Barb Forbes (Co-chair)
- David Wilson
- Christopher Moore

## Resources

- Bart Nowak, Manager, Community Safety and Strategic Labour Relations, HR SBU
- Laura McCready, Employee Relations, Bargaining and Compensation
- Christie Hayhow, Manager, Labour Strategy

## Guests

- Jodi Melnychuk, Director, Operational Policy and Procedures Development, Modernization Division
- Robert Bonofiglio, Manager, Corrections Policy Unit, Strategic Policy, Research and Innovation Division
- Aileen Yong, Senior Manager, Transformation Support Team, Modernization Division

## Observers

- Ryan Graham, Local Union President, Maplehurst CC
- Peter Figliola, Local Union Vice-President, Maplehurst CC

## Note Taker

- Lise Ledoux, Employee Relations Committee Coordinator

## Previous Business

### Institutional Services items

1. **14 01 14 eRoster** – training for MERC Union members and Grievance Officers was held on October 8<sup>th</sup>. Toronto South DC will launch on October 30<sup>th</sup> and training began on October 14<sup>th</sup>.

Action: Union to submit outstanding concerns to the Employer. Move item to Standing Items.

2. **16 09 14 Issues Affecting Correctional Nurses** – Operational Support Division is reviewing all committees and will take into consideration the Union's request to establish a Health Care Subcommittee.

Action: Update to be provided at the next meeting.

3. **17 04 05 Application of the Suicide Policy** – Union submitted feedback to the Employer.

Action: Employer will present a draft policy for review when available.

4. **17 06 12 OTIS Access for Correctional Officers** – Union submitted feedback to the Employer.

Action: Employer to review and provide a written response to the Union by October 31<sup>st</sup>.

5. **17 06 12 Recreation Officers Training/Job Competitions** – Union submitted feedback to the Employer.

Action: Employer to review and provide a written response to the Union by October 31<sup>st</sup>.

- 6. 18 01 24 Behavioural contracts for inmates** – Union submitted feedback to the Employer. Employer agrees that a standardized template should be utilized for behavioural contracts.

Action: Employer to draft a standardized template for the field to utilize as a best practice document.

- 7. 18 09 06 Institutional Services HPP Subcommittee** – Employer shared the status of HPP local committees in all institutions.

Action: Employer to schedule a meeting to review where training is required and submit a status report to MERC within 90 days inclusive of a training schedule and a best practice document.

- 8. 18 09 06 Segregation Unit Workload** – no update. It is anticipated that the segregation tracking will be in place in November 2019.

Action: Update to be provided at the next meeting.

- 9. 19 04 25 Expired Training** – Union submitted feedback to the Employer.

Action: Employer to review and provide a written response to the Union by October 31<sup>st</sup>.

- 10. 19 04 25 Dog Handler Pilot** – Employer continues to revise the policy. Union continues to raise issues with the application of the Collective Agreement entitlements.

Action: Employer will share the draft policy with the Union when available.

Employer to schedule a teleconference with Employee Relations, Strategic Business Unit, Manager of Inmate Management Security and the Union to discuss outstanding issues of concern in the unit.

- 11. 19 06 20 Personal Electronic Devices** – Employer continues to draft the policy for personal electronic devices.

Action: Employer will share draft policy with the Union for review once available.

**12.19 06 20 LERC North Bay Jail** – Union raised concerns with current practice of limited supervision of non ministry/non custodial trained individuals.

Action: Employer to respond.

**13.19 09 25 Institutional Security Teams (IST)** – Employer advised that no additional FTEs will be allocated at this time at Niagara DC and Toronto East DC for ISTs. Teams are being established within the current FTE numbers. Union continues to raise concerns that FTEs are not allocated for these Teams.

Action: Employer will notify the Union if there are any changes to FTE funding allocations.

## **Community Services items**

**1. 14 09 10 PPO Staffing Issues** – Parties signed off on the backfill pool documents. Parties discussing timelines and implementation.

Action: Employer to identify a new Employer co-chair.

**2. 17 09 27 PPORP Rollovers** – Parties reviewed Union's suggested amendments to PPORP. Employer confirmed status quo. Parties are reviewing the Q and A's document that supports PPORP.

Action: Employer to review the Union's feedback and respond.

**3. 18 12 12 STICS** – no update.

Action: Union to review and submit any outstanding questions.

**4. 19 04 25 New IT Improvements: Northern Remote Reporting/Counselling** – project remains in the testing phase.

Action: Move item to Standing Items.

**5. 19 04 25 Community Services Review** – Employer continues to share ongoing correspondence with the Union. The engagement process is complete.

Action: Employer to provide updates as available.

## **Both Institutional and Community Services Items**

- 1. 18 12 12 Transition Exit Initiative (Appendix 46 Central Agreement)** – no update on statistics. Reports are provided quarterly.

Action: Employer will provide in January 2020 a list of approved OPSEU TEI positions and backfill status.

- 2. 19 06 20 OTIS External Program Tracking** – no update.

Action: Employer to invite Modernization Division to the next meeting to provide an update.

- 3. 19 06 20 Memorandum of Agreement (MOA) for Non-COs and Non-PPOs** – for clarification, the Employer's positions with the signed August 27<sup>th</sup> MOA speaks to the eligibility of hours. Employer provided OPSEU MERC with a draft MOA on October 21<sup>st</sup> regarding the process of filling vacancies for Non-COs.

The MERC Community Services Union representative provided a draft Non-PPO MOA to the Employer for review for rollover process for OAGs.

OPSEU MERC's position is that an additional MOA is not required and feels that the language in the Corrections Collective Agreement letter of understanding on Fixed-Term Rollovers (Non-CO/YSO/PPO/PO Positions in MCSCS and MCYS) dated April 11, 2018 and the August 27, 2019 MOA for Fixed-Term Non-Correctional Officer Rollover Eligibility is sufficient.

Action: Union will review the Non-CO draft MOA and provide feedback by November 1, 2019. Employer CS representative will review the Union's draft of the Non-PPO MOA.

- 4. 19 09 25 Monitoring of Adult Correctional Offenders** – no update. The Employer anticipates that the proof of concept will be complete in January 2020.

Action: Update to be provided at the next meeting.

5. **19 09 25 COR10 Surveillance in Correctional Workplaces** – Employer does not support the Union’s request where members under investigation be provided an opportunity to view the video prior to allegation meetings. Employer reiterated that upon request, the Union is to be provided a copy of the video prior to disciplinary meetings.

Action: Employer co-chair to communicate the above to the field.

## Standing Items

1. **Employment Stability List** – no active members on the list.
2. **Modernization Division** – overview provided on the Independent Review of Administration Segregation and Implementation Plan and the Correctional Services Reform.

An Engagement Tracker has been setup that provides:

- A central repository of all engagement activities taking place across Corrections.
- Quantitative and qualitative data on engagements.
- The ability for users to generate customized reports directly using filters and sort functions.

Visit the tracker via: [intra.ontario.ca/solgen/frontline-engagement](http://intra.ontario.ca/solgen/frontline-engagement)

3. **Women Secure Treatment Unit (WSTU)** – no update.
4. **Transition Updates** – no update.
5. **JAHN Settlement and Remedies** – no update.
6. **Statistics** – no update.
7. **New builds for Ottawa-Carleton DC and Thunder Bay CC/Jail** – no update.
8. **Staffing Audits** – no update.
9. **Memorial Event** – no update.

**10. Community Hubs/Justice Centres** – London Community Justice Centre (CJC) is scheduled to launch in January 2020. The four CJCs are located in Kenora, London and two in Toronto.

**11. Correctional Officer Performance Appraisals** – Correspondence sent to managers on September 27<sup>th</sup>. Q and A sessions for managers are continuing through to the end of October (12 sessions in total). ADM memo to correctional officers to be sent shortly.

## **New Business**

**1. Employee Experience Survey 2019** – Employer advised that the next survey will launch October 23<sup>rd</sup> to November 6<sup>th</sup> and information will be sent to all staff in the coming weeks.

Action: Employer and Union support staff to complete the survey. Remove item from the agenda.

**2. OSI Survey Results** – Union has reviewed the results of the recent Community Services P&P OSI survey results and wishes to discuss same with the goal of establishing an action plan to reduce the excessive workload demands on PPOs. The Union requests clarification as to which subcommittee table this matter is to be addressed.

Employer advised that the survey results will be reviewed and discussed at the OSI Subcommittee table.

Action: Remove item from the agenda.

**3. RFI Third Party Time and Attendance Management** – Request for Information is being issued the week of October 28, 2019 for the purpose of gathering information related to third party service offerings for employee time and attendance.

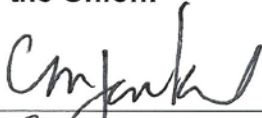
Action: Employer to provide an update when available. Move item to Standing Items.


## Next Meeting


- Wednesday, December 11, 2019 (Union to determine location)

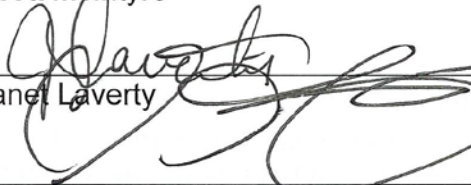
## Signatures

For the Union:

  
\_\_\_\_\_  
Chris Jackel

  
\_\_\_\_\_  
Chad Oldfield

  
\_\_\_\_\_  
Scott McIntyre

  
\_\_\_\_\_  
Janet Laverty

  
\_\_\_\_\_  
Chris Abbott  
Sandra Harper

For the Ministry:

  
\_\_\_\_\_  
Daryl Pittfield

  
\_\_\_\_\_  
Barb Forbes

  
\_\_\_\_\_  
David Wilson

  
\_\_\_\_\_  
Chris Moore  
Christopher Moore