

**Ministry of Finance
Minutes of Ministry Employee Relations Committee (MERC) Meeting
February 9, 2021**

For the Union

Tracey Cribbs (Co-Chair) **
Shanika Duncan (Vice-Chair)
Roger Noakes (OPS negotiator, OPSEU)

For the Ministry

Heather Bowie (Co-Chair)
Michelle Johnson (Member)
Michelle Gall (Member)
Nadia Williams (Member)
Diane Painter (Member)
Jennifer Lintott (HR Assistant)
Denise O'Boyle (Employee Relations – Resource)

Guests:

Stephen Boyd, Director, Human Resources Services Branch, CQSD
Diana McNeil, Manager, Special Projects, Human Resources Services Branch, CQSD
Amanda Suzuki, Senior Manager, TCBD
Berthy Franken, Senior Manager, Investigations, TCBD
Lorna Valentine, Job Evaluation Specialist, Job Evaluation Initiatives Branch, MGCS
Joy Davy, Manager, Job Evaluation Initiatives Branch, MGCS

Regrets:
Dave Bissoon (Member)

(**indicates meeting chair)

Date Tabled		Referred To	Action
Standing Item	<p>Minutes of the Previous Meeting</p> <p>Minutes of the meeting held on October 27, 2020 were signed following the meeting and have subsequently been posted on the Human Resources intranet site and OPSEU website.</p>		
Standing items:			
Standing Item	<p>1. Notifications</p> <p>Three (3) Ministry disclosures has taken place since the last meeting of October 27, 2020.</p>		
<p>Standing Item</p> <p>2019/02/26</p>	<p>2. Health and Safety: Status of Divisional Workplace Violence Risk Assessments (WVRA's)</p> <p>WVRA Status Reports to be provided on a quarterly basis to JHSC. Management provided an update on potential process improvements.</p>		

Date Tabled		Referred To	Action
2020/10/27 2021/02/09	Jason Stanley attended to provide an update on outstanding action items related to 33 King Street health and safety concerns Management provided an update that the security barrier has been installed in the Tax Information Centre office at 33 King Street West, Oshawa.	Management	Updates to be provided when available. Remove from agenda
Standing Item 2021/02/09	3. Appendix 15 – Fixed Term Report The parties agreed to continue to review the Fixed Term Report to ensure compliance with the OPSEU collective agreement. Report provided via email on January 26, 2021	Union / Management	Management to continue to provide quarterly, in advance of MERC meetings.
Standing Item 2020/10/27 2021/02/09	4. New and Reclassified Job Descriptions – Article 1.4 Of the one (1) position description that was disclosed since July 21, 2020 to OPSEU with a copy to the Union MERC Co-Chair, none were outside of the OPSEU bargaining unit. The Union inquired on the criteria regarding bargaining unit determination. Of the two (2) position descriptions that were disclosed since October 27, 2020 to OPSEU with a copy to the Union MERC Co-Chair, two (2) were outside of the OPSEU bargaining unit The parties would like to thank Lorna Valentine and Joy Davy from the Job Evaluations Initiatives Branch, Ministry of Government and Consumer Services, for attending and providing a detailed overview of the job evaluation process. The Union had no further concerns.	Management Management	Management to continue to provide monthly, in advance of MERC meetings. Management to follow up. Management to continue to provide monthly, in advance of MERC meetings.

Date Tabled		Referred To	Action
2019/07/30	<p>5. Transition Exit Initiative (TEI)</p> <p>The union requested information with respect to the number of OPSEU TEI applicants and approvals and to have this as a Standing Item on the agenda.</p> <p>When received, a TEI application is shared with OPSEU at disclosures@opseu.org. TEI applications that are approved or not approved at that time are also shared with OPSEU at disclosures@opseu.org. An application that is not approved at this time remains active for consideration until it is approved, or the employee withdraws it or retires.</p> <p>In terms of the more recent process of determining which request was approved and which was deferred, each application was reviewed on the basis of the position or function, not the person. Decisions were made based on the position's exit impact on the ministry's ability to continue to meet core priorities and direct services to the public.</p>		
2019/11/26	<p>Ministry continues to review TEI applications and refer to the Employer on a case by case basis. Information continues to be shared at the corporate level.</p>		
2020/10/27	<p>No updates at this time.</p>	Management	<p>Updates to be provided as they become available.</p>
2021/02/09	<p>No updates at this time. The Ministry continues to review TEI applications and refer to the Employer on a case by case basis. Any future updates will be provided as part of regular disclosure as applicable.</p>		<p>Remove from agenda</p>

Date Tabled		Referred To	Action
Previous Business:			
<p>2018/12/19</p> <p>2019/02/26</p> <p>2019/05/28</p> <p>2020/04/28</p> <p>2020/07/21</p> <p>2020/10/27</p> <p>2021/02/09</p>	<p>1. Loner Mobile</p> <p>The Union raised concerns regarding the loner mobile application used by inspectors.</p> <p>Management provided an update and sought clarification from the Union on the issue. Management to follow up.</p> <p>Management provided an update on the proposed procurement solution. https://www.blacklinesafety.com/wireless-gas-detection-lone-worker-solutions</p> <p>Management provided an update that procurement has been completed. Next steps to be determined.</p> <p>Management provided an update that training and issuance to be scheduled.</p> <p>Management provided an update that policies and procedures are being finalized. Issuance and training to follow.</p> <p>Management provided an update that the new units and monitoring are now deployed as of November 19, 2020.</p>	<p>Management</p>	<p>Management to provide update as it becomes available.</p> <p>Remove from agenda.</p>
<p>2019/07/30</p> <p>2020/04/28</p> <p>2020/10/27</p>	<p>2. Toronto Transfer from Leased Space into Frost Complex</p> <p>A Deputy Minister memo was distributed on April 20, 2020 to provide an update on the Frost Complex Accommodations Project. In an effort to prevent the spread of COVID-19 and to protect the health of the people of Ontario, the physical construction within the Frost Complex will be temporarily postponed until further notice.</p> <p>A Deputy Minister's memo was distributed on September 3, 2020 with an update on the Frost Complex Accommodations Project. Jason Stanley attended to provide an update and reiterated the messaging from the Deputy Minister's memo from September 3,</p>	<p>Management</p>	<p>Updates to be provided when available.</p>

Date Tabled		Referred To	Action
2021/02/09	2020. Management advised that the lease as referenced above at the location of 777 Bay Street, Toronto ended January 31 st , 2021. Management will continue to provide updates on the Frost Complex Accommodation project.	Management	Updates to be provided when available.
2019/07/30 2020/10/27 2021/09/02	3. Mental Health in the Workplace Jason Stanley attended to provide an update on the Mental Health Allies Program and uptake No further updates at this time. Refer to the Mental Health Allies Pilot Program (MHAPP) webpage for more information.	Management Management	Information to be shared when available. Updates to be provided when available.
2019/07/30 2019/11/26 2020/10/27 2021/09/02	4. First Aid Certification Training Jason Stanley provided an update that the ministry will be moving forward with coordinating first aid training for staff and management at the Frost Complex, 33 King St. W. and the regional offices. Jason Stanley attended to provide an update regarding a proposed training approach taking into consideration the current environment. Status remains unchanged.	Management	Updates to be provided when available.
2019/11/26 2020/10/27 2021/02/09	5. Workload Issues The Union raised concerns regarding ongoing and emerging workload issues. The Union advised that there are no outstanding reports.	Management	Management to investigate further. Remove from agenda.
2020/02/25	6. Field Health & Safety Steering Committee and Working Group Union would like to request an update on the		

Date Tabled		Referred To	Action
<p>2020/10/27</p> <p>2021/02/09</p>	<p>status of the Health and Safety Steering Committee and Working group (see minutes October 3, 2018).</p> <p>Management continues to recognize the importance of the work of the committee and working group. They continue to meet regularly. Although this is a management led committee, they consult with staff as needed.</p> <p>Union requested an update on the MFTT Fuel Inspectors (see minutes March 21, 2018) which is currently under review by the Health & Safety Steering Committee and Working Group.</p> <p>Management advised that road side stops have not been re-established to date.</p> <p>Management provided an update that the consultant has received all the necessary information and is reviewing. A report will be provided to management, when available and the risk assessments will be shared with Joint Health and Safety Committees.</p> <p>The parties would like to thank Berthy Franken for attending and providing an update on the Health and Safety Steering Committee and working group for field work. Management received the consultant's report on December 23, 2020. The working group has completed the review of the consultant's report. The Steering Committee is working on the recommendations in the consultant's report.</p> <p>The parties agreed to update the title to accurately reflect the focus of the committee.</p>	<p>Management</p>	<p>Management will continue to provide updates as available.</p> <p>Management will continue to provide updates as available</p>
<p>2020/02/25</p>	<p>7. Ministry of Finance Information</p> <p>The parties discussed the webpage "Building Smarter Government that works for you" and management is committed to following the disclosure directive. Employees can visit the webpage for more information about the Ontario government's mandate.</p>		

Date Tabled		Referred To	Action
2020/10/27	Item to be deferred until the next MERC meeting.	Union/ Management	The parties to review Ontario Onwards before the next meeting.
2021/02/09	The “Building Smarter Government that works for you” webpage is no longer active. The parties reviewed the “Ontario Onwards” website. The Union inquired on how the Ministry of Finance is participating in the Government’s plan.	Management	Management will provide an update by the next meeting.
<p>2020/02/25</p> <p>2020/04/28</p> <p>2020/10/27</p> <p>2021/02/09</p>	<p>8. 2019 Novel Coronavirus (COVID-19) and the Gradual Return to the Workplace (GROW)</p> <p>Q & As are available for anyone with concerns.</p> <p>Announcements to All OPS Staff from the Secretary of Cabinet can be found on the TBS 2019 Novel Coronavirus (COVID-19) intranet page.</p> <p>Previous item “Return to the Workplace” from July 21 2020 will be captured under this business item.</p> <p>Management provided an update regarding the Gradual Return to the Workplace (GROW) process. Information regarding the ministry’s participation in the corporate contact tracing initiative was shared.</p> <p>The parties would like to thank Stephen Boyd and Jason Stanley for attending.</p> <p>The Union and Management discussed supports available to employees. Workplace Hazard Risk Assessments were provided to the Union. There is information available on the Ministry of Finance plan for Gradual Reopening of Workplaces (GROW).</p> <p>Additional resources are available to all OPS employees on the Employee Supports webpage on InsideOPS.</p> <p>For the next MERC meeting, this item and New Business item #3 (COVID-19 and staff –</p>	<p>Union / Management</p> <p>Union / Management</p>	<p>Management will continue to provide updates as they become available.</p> <p>Management will continue to provide</p>

Date Tabled		Referred To	Action
	ongoing and changing procedures) will be moved to Standing Items.		updates as information becomes available.
2020/10/27	9. Sponsorship Debt Modernization Program		
	The Union would like to discuss the program's potential impact to employees.		
	The parties discussed and management to provide an update at the next meeting.	Management	Information to be shared at next meeting.
2021/02/09	The parties would like to thank Amanda Suzuki for attending and providing information about the Ministry's future collection function for the program on behalf of the Ministry of Children, Community and Social Services.		Remove from agenda.
2020/10/27	10. MOF People Plan		
	Management provide an update regarding the People Plan and committed to providing updates as they become available.	Union/ Management	Information to be shared as it becomes available.
2021/02/09	Management is reviewing the feedback as a result of the management and employee focus groups that took place over the Fall of 2020. Please refer to the Ministry of Finance People Plan 2020 webpage on InsideOPS for more information.		Management will provide updates when available.

New Business:

Date Tabled		Referred To	Action
2021/02/09	1.MOF Anti-Racism Action Plan		
	Management to provide an overview of the Ministry's consultation process		
	Management to seek MERC members' feedback on the proposed initiatives		
	The parties would like to thank Stephen Boyd and Diana McNeil for attending and introducing the launch of the Ministry's Anti-	Union/ Management	Feedback will be provided

	Racism Plan consultations.		
2021/02/09	<p>2.Skype/Teams and Telework Agreements</p> <p>The parties discussed the use of Skype/Teams as well as telework agreements. Management continues to be committed to telework as applicable. Employees should speak to their Manager regarding their individual concerns.</p>	Union/ Management	Remove from agenda.
2021/02/09	<p>3.COVID-19 and staff – ongoing and changing procedures with:</p> <p>- Return to the Workplace (GROW)</p> <p>Refer to Previous Business item #8 (2019 Novel Coronavirus (COVID-19) and the Gradual Return to the Workplace (GROW))</p>		Remove from agenda.
	<p>Next Meeting:</p> <p>Tentatively May 4, 2021. Future 2021 dates will be determined at a later date.</p>		
	<p><i>Original signed by:</i></p> <p>_____</p> <p>Tracey Cribbs Heather Bowie</p> <p>Dated:</p>		