

**Ministry of Finance
Minutes of Ministry Employee Relations Committee (MERC) Meeting
May 4, 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)
Nadia Williams (Member)
Diane Painter (Member)
Jennifer Lintott (HR Assistant)
Denise O'Boyle (Employee Relations – Resource)

Regrets

Michelle Gall (Management Member)

Guests

Stephen Boyd, Director, Human Resources Services Branch, CQSD
Rhonda Williams-Anceriz, Manager, Strategic Business Unit, Strategic Human Resources Services Branch, CQSD
Ann Rita McCreath, Business Advisor, Strategic Human Resources Services Branch, CQSD (observer)

(**indicates meeting chair)

Date Tabled		Referred To	Action
Standing Item	<p>Minutes of the Previous Meeting</p> <p>Minutes of the meeting held on February 9, 2021 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>Four (4) Ministry disclosures has taken place since the last meeting of February 9, 2021</p>		
<p>Standing Item</p> <p>2021/05/04</p>	<p>2. Appendix 15 – Fixed Term Report</p> <p>The parties agreed to continue to review the Fixed Term Report to ensure compliance with the OPSEU collective agreement.</p> <p>Report provided via email on April 20, 2021</p>	<p>Union / Management</p>	<p>Management to continue to provide quarterly, in advance of MERC meetings.</p>

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Standing Item 2021/05/04	<p>3. New and Reclassified Job Descriptions – Article 1.4</p> <p>Of the four (4) position descriptions that were disclosed since February 9, 2021 to OPSEU with a copy to the Union MERC Co-Chair, three (3) were outside of the OPSEU bargaining unit</p>	Management	Management to continue to provide monthly, in advance of MERC meetings.
2021/05/04	<p>4. Workplace Discussions</p> <p>There are no updates at this time on the Frost Accommodations Project.</p> <p>Management provided an update on the Workplace Restructuring – Michael Starr Building Third Floor initiative. A Yammer site has been created to provide information and updates to affected staff and answer their questions regarding this initiative.</p>	Management	Updates to be provided as they become available
2020/02/25 2020/04/28 2020/10/27 2021/02/09	<p>5. 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</p>	Union / Management	Management will continue to provide updates as they become available.

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2021/05/04	<p>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 – ongoing and changing procedures) will be moved to Standing Items.</p> <p>The parties discussed the updated active screening process for OPS workplaces. Prior to entering the workplace, employees and essential visitors must complete the Worker and Employee COVID-19 Screening tool and share the results with their manager or host.</p>	<p>Union/ Management</p> <p>Union/ Management</p>	<p>Management will continue to provide updates as information becomes available.</p> <p>The parties will continue to provide updates as information becomes available</p>

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Previous Business:			
2019/07/30 2020/04/28 2020/10/27 2021/02/09	<p>1. 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, 2020.</p> <p>Management advised that the lease as referenced above at the location of 777 Bay Street, Toronto ended January 31st, 2021. Management will continue to provide updates on the Frost Complex Accommodation project.</p>	<p>Management</p> <p>Management</p>	<p>Updates to be provided when available.</p> <p>Updates to be provided when available.</p>

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2021/05/04	The parties discussed there are a number of items the MERC addresses regarding the workplace. The parties agreed to create a standing item for “Workplace Discussions” and move further discussions regarding the Toronto Transfer of Leased Space into the Frost Complex to Standing Item #4		Remove from agenda
2019/07/30	2. Mental Health in the Workplace		
2020/10/27	Jason Stanley attended to provide an update on the Mental Health Allies Program and uptake	Management	Information to be shared when available.
2021/09/02	No further updates at this time. Refer to the Mental Health Allies Pilot Program (MHAPP) webpage for more information.	Management	Updates to be provided when available.
2021/05/04	The parties acknowledge that Mental Health Week is May 3 rd – 9 th , 2021. The Ministry of Finance announcement regarding Mental Health Week was shared on May 4, 2021 and is posted to the SharePoint site alongside the MERC minutes. Additional resources are also available on the Mental Health Week 2021 InsideOPS page .		Remove from agenda
2019/07/30	3. First Aid Certification Training		
2019/11/26	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.		
2020/10/27	Jason Stanley attended to provide an update regarding a proposed training approach taking into consideration the current environment.		
2021/09/02	Status remains unchanged.	Management	Updates to be provided when available.
2021/05/04	There are no updates until we can return to in-class learning. Management will provide updates in the future.		Remove from agenda

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2020/02/25	<p>4. Field Health & Safety Steering Committee and Working Group</p> <p>Union would like to request an update on the 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>		
2020/10/27	<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>	Management	Management will continue to provide updates as available.
2021/02/09	<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>		Management will continue to provide updates as available
2021/05/04	Management provided an update that the recommended changes by the consultant for the Workplace Hazard Risk Assessments	Management	Management will continue to provide updates as available

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	<p>have been implemented and are under review by management. The anticipated completion of the review is May 31, 2021. Next steps will be to update policies and procedures as may be required.</p>		
<p>2020/02/25</p> <p>2020/10/27</p> <p>2021/02/09</p> <p>2021/05/04</p>	<p>5. 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> <p>Item to be deferred until the next MERC meeting.</p> <p>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.</p> <p>Management advised that the ministry continues to support the government’s action plan in helping to keep people safe and healthy by delivering services that are more accessible, more reliable, and more convenient.</p>	<p>Union/ Management</p> <p>Management</p>	<p>The parties to review Ontario Onwards before the next meeting.</p> <p>Management will provide an update by the next meeting.</p> <p>Remove from agenda</p>
<p>2020/10/27</p> <p>2021/02/09</p> <p>2021/05/04</p>	<p>6. MOF People Plan</p> <p>Management provide an update regarding the People Plan and committed to providing updates as they become available.</p> <p>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.</p> <p>No updates at this time</p>	<p>Union/ Management</p> <p>Management</p>	<p>Information to be shared as it becomes available.</p> <p>Management will provide updates when available.</p> <p>Management will provide updates when available</p>
<p>2021/02/09</p>	<p>7. MOF Anti-Racism Action Plan</p>		

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2021/05/04	<p>Management to provide an overview of the Ministry's consultation process</p> <p>Management to seek MERC members' feedback on the proposed initiatives</p> <p>The parties would like to thank Stephen Boyd and Diana McNeil for attending and introducing the launch of the Ministry's Anti-Racism Plan consultations.</p> <p>An ad-hoc meeting was held on February 24, 2021 for the Union to seek further clarification. The Union provided feedback on March 22, 2021. There are no further updates at this time.</p>	<p>Union/ Management</p> <p>Management</p>	<p>Feedback will be provided</p> <p>Management will continue to provide updates as they become available</p>

New Business:			
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2021/05/04	<p>1. Remote Work Framework</p> <p>The parties would like to thank Steve Boyd and Rhonda Williams-Anceriz for attending and providing an update. Management provided an update for the Remote Work Framework for the future including building on lessons learned and providing an opportunity for divisional and staff consultations. The Ministry recognizes the importance of being aligned with the broader OPS approach and to continue to respect collective agreement obligations.</p>	Management	Management to provide updates as they become available
	<p>Next Meeting(s):</p> <p>September 14, 2021 November 30, 2021</p>		
	<p>Original signed by:</p> <div style="display: flex; justify-content: space-between;"> <div data-bbox="250 1709 537 1793"> <p>Tracey Cribbs</p> <p><small>Digitally signed by Tracey Cribbs DN: cn=Tracey Cribbs, o=OPS, ou=MOF, email=tracey.cribbs@ontario.ca, c=CA Date: 2021.05.07 08:43:12 -0400</small></p> <p>Tracey Cribbs</p> </div> <div data-bbox="639 1734 862 1793"> <p>Heather Bowie</p> <p><small>Digitally signed by Heather Bowie Date: 2021.05.10 10:20:30 -0400</small></p> <p>Heather Bowie</p> </div> </div> <p>Dated: May 4, 2021</p>		