

**Ministry of Finance
Minutes of Ministry Employee Relations Committee (MERC) Meeting
October 27, 2020**

For the Union

Tracey Cribbs (Co-Chair)
Shanika Duncan (Vice-Chair)
Kathleen Demareski (OPS negotiator,
OPSEU)

For the Ministry

Heather Bowie (Co-Chair) **
Michelle Johnson (Member)
Michelle Gall (Member)
Nadia Williams (Member)
Antonia Lostoridis (Member)
Denise O'Boyle (Employee Relations –
Resource)

Guests:

Jason Stanley, Director, Business Services
Branch, CQSD
Stephen Boyd, Director, Human Resources
Services Branch, CQSD

Regrets:

Dave Bissoon (Union 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 July 21, 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>Two (2) Ministry disclosures has taken place since the last meeting of July 21, 2020.</p>		
Standing Item	<p>2. Health and Safety: Status of Divisional Workplace Violence Risk Assessments (WVRA's)</p> <p>2019/02/26 WVRA Status Reports to be provided on a quarterly basis to JHSC. Management provided an update on potential process improvements.</p> <p>2020/10/27 Jason Stanley attended to provide an update on outstanding action items related to 33 King Street health and safety concerns</p>	Management	Updates to be provided when available.

<p>Standing Item</p> <p>2020/10/27</p>	<p>3. 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 October 3, 2020.</p>	<p>Union / Management</p>	<p>Management to continue to provide quarterly, in advance of MERC meetings. Management to investigate and report back.</p>
<p>Standing Item</p> <p>2020/10/27</p>	<p>4. New and Reclassified Job Descriptions – Article 1.4</p> <p>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.</p> <p>The Union inquired on the criteria regarding bargaining unit determination.</p>	<p>Management</p> <p>Management</p>	<p>Management to continue to provide monthly, in advance of MERC meetings.</p> <p>Management to follow up.</p>
<p>2019/07/30</p> <p>2019/11/26</p> <p>2020/10/27</p>	<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> <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> <p>No updates at this time.</p>	<p>Management</p>	<p>Updates to be provided as they become available.</p>

Previous Business:

2018/12/19	1. Loner Mobile		
	The Union raised concerns regarding the loner mobile application used by inspectors.		
2019/02/26	Management provided an update and sought clarification from the Union on the issue. Management to follow up.		
2019/05/28	Management provided an update on the proposed procurement solution. https://www.blacklinesafety.com/wireless-gas-detection-lone-worker-solutions		
2020/04/28	Management provided an update that procurement has been completed. Next steps to be determined.		
2020/07/21	Management provided an update that training and issuance to be scheduled.		
2020/10/27	Management provided an update that policies and procedures are being finalized. Issuance and training to follow.	Management	Management to provide update as it becomes available.
2019/07/30	2. Toronto Transfer from Leased Space into Frost Complex		
2020/04/28	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.		
2020/10/27	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.	Management	Updates to be provided when available.
2019/07/30	3. Mental Health in the Workplace		
2020/10/27	Jason Stanley attended to provide an update on the Mental Health Allies Program and uptake	Union/ Management	Information to be shared when available.

2019/07/30	4. 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.	Management	Updates to be provided when available.
2019/11/26	5. Workload Issues		
2020/10/27	The Union raised concerns regarding ongoing and emerging workload issues.	Management	Management to investigate further.
2019/11/26	6. Student Hiring		
2020/07/21	The Union has requested the number of 2020 summer employment opportunities (SEO) placements for Ministry of Finance.		
2020/07/21	The Union inquired whether any students were hired for this summer.		
2020/10/27	Management provided an update.		Remove from agenda.
2020/02/25	7. MOF LERCS – Regional or Amalgamation		
2020/07/21	Union would like to discuss a plan to assist satellite offices without a LERC to create one representing them all.		
2020/07/21	The parties discussed alternate models such as a branch approach and will be investigating further.		
2020/10/27	The parties agreed to revisit this discussion at a future date given the current environment.		Remove from agenda.
2020/02/25	8. Health & Safety Steering Committee and Working Group		
	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>2020/10/27</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>Management</p>	<p>Management will continue to provide updates as available.</p>
<p>2020/02/25</p> <p>2020/10/27</p>	<p>9. 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>Union/ Management</p>	<p>The parties to review Ontario Onwards before the next meeting.</p>
<p>2020/02/25</p> <p>2020/04/28</p> <p>2020/10/27</p>	<p>10. 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</p>		

	<p>contact tracing initiative was shared.</p> <p>The parties would like to thank Stephen Boyd and Jason Stanley for attending.</p>	Union / Management	Management will continue to provide updates as they become available.
2020/04/28	<p>11. Emergency Management and Civil Protection Act (EMCPA)</p> <p>Guidance material was shared with enforcement staff on April 16, 2020.</p>		
2020/10/27	<p>Management provided an update that the <i>EMCPA</i> has been replaced by the <i>Reopening of Ontario Act</i>. The Ministry of Finance is participating in the multi-ministry Covid-19 safety awareness and compliance team.</p>		Remove from agenda.
2020/07/21	<p>12. Telework Arrangements</p> <p>The Union would like to inquire about the possibility of formalizing the process, even for a limited time (i.e. 6 months) to address CRA benefit of the home office and ergonomic equipment required.</p> <p>The parties discussed teleworking, including tax deduction forms (CRA form 2200), and ergonomics, information can be found at https://intra.ontario.ca/tbs/questions-and-answers-for-ops-employees-re-2019-novel-coronavirus#telework, Questions 41, 42, and 43.</p>	Union/ Management	Updates will be provided as they become available.
2020/10/27	<p>Management provided an update that no new telework agreements would be established given the current environment.</p>		Remove from agenda

New Business:

2020/10/27	<p>1. Temporary Job Postings</p> <p>The Union raised concerns related to temporary job posting opportunities and the impact on employees.</p> <p>The parties discussed the concerns brought forward and management provided clarification.</p>		Remove from agenda.
2020/10/27	<p>2. Skilling/Reskilling Initiative</p> <p>The Union would like to discuss how the corporate skilling/reskilling initiative will work under present and future conditions.</p>		

	The parties discussed the corporate initiative.		Updates to be provided should they become available. Remove from agenda.
2020/10/27	<p>3. Compliance Modernization</p> <p>The Union would like to discuss how the ministry will be involved in proposed joint inspections with other ministries and regionalized offices.</p> <p>The parties discussed and management provided some context/clarification as it relates to Compliance Modernization.</p>		Remove from agenda.
2020/10/27	<p>5. Sponsorship Debt Modernization Program</p> <p>The Union would like to discuss the program's potential impact to employees.</p> <p>The parties discussed and management to provide an update at the next meeting.</p>	Management	Information to be shared at next meeting.
2020/10/27	<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>	Union/ Management	Information to be shared as it becomes available.
	<p>Next Meeting</p> <p>February 9, 2020</p>		
	<p><i>Original signed by:</i></p> <p>_____ Tracey Cribbs</p> <p>_____ Heather Bowie</p> <p>Dated: October 27, 2020</p>		