

**MINISTRY OF CHILDREN AND YOUTH SERVICES
MINISTRY EMPLOYEE RELATIONS COMMITTEE
(MERC)**

Sept. 3rd, 2014

Brampton Probation Office, 201 County Court Blvd. Brampton, ON

9:30 am- 4:00 pm

<u>For Management:</u> Kim Gallow (Co-Chair) Mark Mikoluff Jasvinder Mahal Karen Martin		<u>For OPSEU:</u> Glenna Caldwell (Co-Chair)* Sandra Harper Peter Harding	
<i>Guests: Tony Cunningham, Debra Dumouchelle, Gord Longhi, Maxine Daley, Nancy Brooks, Tamara Stone, Anne Bradstreet</i> <i>Regrets: Waltraud Knott, Peter Sherriff</i> <i>Minutes: Amanda Nugent</i>			
AGENDA ITEMS	DISCUSSION	ACTION REQUIRED	TIMEFRAME FOR ACTION
<u>STANDING ITEMS:</u>			
Child Welfare	No update.		
Children's Mental Health	Work is ongoing.		
Youth Justice	No update.		
Strategic Framework	No update.		
Facility Administrators List	Updated list to be sent.		
Thistleton Regional Centre	Decommissioning is complete and employees continue to exercise employment stability options. The transition committee affected 29 MERC agreements assisting with the employment stability of impacted staff. Grievances still outstanding. Union has requested follow-up.	Employer to follow-up.	ASAP

Organizational Renewal Division	Maxine Daley provided update on the Regional Modernization Strategy. Work is ongoing. Updates to be provided.		
<u>Business Arising from Minutes:</u>			
MERC Presentation to POs	<p>Staff Training and Development Unit has finalized the MERC presentation for new probation officers.</p> <p>The Employer to upload both PO and YSO MERC presentations onto the intranet site. Direct link to be provided.</p> <p>Draft memo is being prepared on behalf of MERC co-chairs to welcome new PO's.</p>	Employer to upload to intranet.	Update next MERC
Policy Gap Discrimination Incidents Youth to Staff	The Employer acknowledges the policy requirements as per Section 6.9 of the YJSD Policy apply to both staff and youth in facilities. Employer will provide clarification at the next YCA meeting.	Remove from agenda.	
Texting in Probation Offices	Policy is under development. Anticipated completion in early 2015.	Update next MERC.	Next MERC
CPIC Retention	As of April 2014, MCYS is no longer engaged in security checks. Pre-existing files will reflect the new Treasury Board Secretariat (TBS) Retention Policy. TBS has assumed responsibility of personal screening checks including CPIC and vulnerable sector checks.	Update next MERC.	Next MERC
Backfills in Community CA	Parties continue to discuss implementation.	Update next MERC.	Next MERC
Electronic Transmission and Encryption of Confidential Documents	Employer continues to investigate the use of encryption to ensure confidentiality of documents and the distributions process related to pre-sentence reports and other court documents.	Employer to update.	Next MERC
TEI	Union requests Employer to consider additional TEI's.	Update next MERC.	Next MERC.
Provincial Incentives Committee-	The committee is an incentive framework committee	Employer to	Next MERC

Representation	<p>comprised of employer representatives. It is understood that all facilities will move to an incentive base system. Once the framework is completed, each facility will have a local committee comprised of employer and employee representatives.</p> <p>The Union recommended representation from the Local Health and Safety Committee be present on each committee.</p>	review and respond with implementation timelines.	
Safe Active Accountable Expansion	Discussion continues.	Update next MERC.	Next MERC
Status of Approval Process for New Brookside Facility	Approval process ongoing.	Remove from agenda.	
<u>Updates:</u>			
Anti-Discrimination Systemic Change -ADSC	The employer to identify new management co-chair. Next meeting will take place on September 17 th and 18 th . MERC committee would like to thank the current co-chair, Samantha Poisson for her time and effort on the ADSC committee.	Employer to provide name of co-chair.	Next MERC
Health & Safety –H&S	<p>Forum was successful. Union would like to thank the Employer for funding, along with hard work and effort. Union requests the next forum be held in 2016.</p> <p>Next H&S meeting to be held on September 23rd in Toronto.</p>	Employer to consider and respond.	Next MERC
Health and Productivity-HPP	Probation implementation of HPP has occurred. SMAS training was held on June 18 th , 2014. HPP community of practice continues to meet.	Update next MERC.	Next MERC
Training and Development -T & D	Meeting took place August 18 th ; next meeting is scheduled for September 19 th . Appendix COR 27 MOA was finalized and signed off.	Update next MERC.	Next MERC
Peer Mentorship Community	Program has been designed and developed with	Communication	

	implementation in 2015.	to be provided to field by Sept. 30 th .	
Attendance Support Management Project	<p>Union requested STSP statistics by quarter for each Youth Facility and Probation Office.</p> <p>Parties are investigating sending 2 individuals from each RERC for ASMP training. Discussions ongoing.</p>	Employer to follow-up again with ASMO. ASAP. Defer to next MERC.	Next MERC
Provincial Staffing Level Committee	<p>Deputy Minister Report has been completed and signed off by committee.</p> <p>Work on the FXT Availability Pilot continues.</p>	Employer to send report to Deputy Minister.	Update next MERC
Youth Justice Services Division Escape Policy and Issues Related to CFSA and CCC	Employer provided further clarification.	Remove from agenda.	
Resolution of Policy Grievances in YJ	The parties have reviewed policy grievances.	Remove from agenda.	
Data for ADSC as per Terms of Reference	Union requested Employer provide the information to the ADSC table.	Employer to follow up.	Next MERC
<u>New Business:</u>			
Workload Analysis Tool (WAT) Presentation	MCSCS Community presented their Workload Analysis Tool.	MCSCS will share Q & A's and other documents with committee.	
Self Defence Training	Agenda item was referred from Training and Development committee. Union has requested self-defence training in addition to current UMAB training. Union has requested moving item to Health and Safety table and creating a Health and Safety working group.	Employer to follow-up and respond.	Employer to respond by Sept. 19 th .
Appendix COR 8	2 roll overs outstanding at Cecil Facer Youth Centre. The roll-overs to be completed by Dec. 31 st 2014.	EOI to be posted in Nov. 2014	Update next MERC

FXT Contracts	<p>It is understood that should an irregular scheduled fixed term (unclassified) employee accept a full-time fix term (unclassified) contract, their original irregularly scheduled contract will end.</p> <p>If an employee is immediately returning to an identical classification from a full-time contract, they will be placed in an irregularly scheduled contract.</p> <p>If an employee is returning from a full-time contract in a different classification, there is no guarantee that the original irregularly scheduled fixed term (unclassified) contract position will be available at the end of the full-time fixed term (unclassified) contract. It will be up to the employee to make the necessary inquiries and/or application to be considered for re-hire.</p>	Remove from agenda.	
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Date of Next Meeting(s):

TBD

J. Caldwell

 OPSEU CHAIR
3 Sept. 2014

 DATE SIGNED

A. Hallen

 MANAGEMENT CHAIR
3. Sept. 2014

 DATE SIGNED