

**Ministry of Energy, Northern Development and Mines
Northern Development and Mines (NDM) Ministry Employee
Relations Committee (MERC) Meeting**

Date: September 26, 2018

Location: 159 Cedar Street, Sudbury

In Attendance:

For the Union:

- Robert Sjonnesen – Co-Chair
- Cheryl McDonald – Member
- Greg Paju – Member
- Roxanne Barnes – Staff Resource
- Linda Bouchard-Berzel – Alternate
- Siobhan O'Leary – Alternate (t/c)

For the Employer:

- Caroline Savarie – Co-Chair
- Jack Parker – Member
- John Guerard – Member (t/c)
- Justin O'Gorman – Staff Resource (t/c)
- Pauline Ross – Staff Resource
- Renée-Luce Simard – Alternate (t/c)
- Melanie Muncaster – Alternate

Other:

- Sarah Colton – HR Intern (Observer)

Regrets:

Melanie Muncaster

Linda Bouchard-Berzel

Recorder:

- Carrie Anderson

Management chaired the meeting which came to order at 9:05AM

Adoption of Agenda

Management requested adding Flexible Work Arrangements and Sign-Off.
The Union requested adding Ministry Mandate Letters.

Action Required: Adopted as requested.

Business Arising from Previous Minutes:

Position Reclassification – District Geologist

At the last meeting, the union requested a review of the District Geologist (GS1 position). The review was undertaken by management and the job description was updated and submitted to the Job Evaluation Initiatives Branch (JEIB). The new description was approved by JEIB but remained at the same classification level. Impacted employees were provided the new job description and were advised there is no change in the classification level.

Management considers this matter closed.

The Union would like to review this matter further.

Action Required:
The Union will review this matter further.

Review of Terms of Reference

Further discussion was had on a new addition to the Terms of Reference regarding Union Co-Chair time away for MERC business.

Action Required:
Management will further review the proposed addition. In the interim Management to provide a letter to the Union Co-Chair regarding use of time.

OHIP+ Reimbursement Process

At the last meeting management had agreed to make enquiries on this process. It was found that the new government has committed to fix this process. The new government announced on June 30th its intent to fix the OHIP+ system. Children and youth who are not covered by private benefits would continue to receive their eligible prescriptions free. Those who are covered by private plans would bill those plans first, with the government covering all remaining eligible costs of prescriptions. For more information please visit this [link](#).

Action Required: N/A

Health and Safety Statistics

The Union has requested a copy of Health and Safety reports per Section 12 of OHSA provisions. Management has confirmed they do not currently receive or create such reports.

Action Required

Management committed to make further inquiries about these reports.

Emergency Management Plan

The Union is requesting emergency incidents be reported to the OPSEU MERC co-chair should they arise. Management has agreed to provide information on any major emergency incidents to the OPSEU MERC co-chair with a copy to the management co-chair and to the OPSEU Negotiator. Updates are to be provided at the MERC meetings as required.

Action Required:

N/A

OPSEU Vacancy Reports

A - The Union has expressed concern with the impact of the current hiring freeze on OPSEU vacancies. The Union requested a report on unfilled positions. Management advised they do not create such reports.

Action Required: N/A

B - The Union requested the trend for retirements for OPSEU members. Aggregate information only, not employee level.

Action Required:

B - Management agreed to provide a report on upcoming OPSEU retirement rates.

C - The Union is asking for clarification on approvals in regards to training and associated travel as committed to by the employee and manager in employee PDLPs. Management confirmed that the advice to managers at this time is to review on a case by case basis.

Action Required:

N/A

Standing Items

Fixed Term Reports: The last report provided in July.

Action Required:

Management to provide the next report in October

Inclusion Update: The council has met in September and is gearing up for a very active season.

Action Required:

N/A

TEI Current Status: Update provided.

Action Required:

N/A

2018-19 Program Review and Renewal Transformation (PRRT) Update:

Update provided

Action Required:

N/A

Other Business

A – Flexible Work Arrangements and Sign-Off

Discussion was had to confirm the sign-off process for flexible work arrangements for OPSEU members. It was determined the employee will provide the agreement to their local OPSEU staff representative for signature and return it to their manager for final approval and file.

Action Required:

Management will communicate to all ministry managers about the process.

B – Ministry Mandate Letters

The Union has requested a copy of the Ministry mandate letter. Management is not privy to the mandate letter for our ministry.

Action Required:

N/A

Next MERC meeting scheduled for Thursday December 13th 2018.

For the Union:



Robert Sjonnesen, Co-chair, OPSEU
September 28, 2018

For the Employer:



Caroline Savarie, Co-chair, Management
September 28, 2018