

**MINISTRY OF NORTHERN DEVELOPMENT & MINES**

**MERC MEETING MINUTES**

Date: Monday, September 29, 2014

Location: 159 Cedar St., 7<sup>th</sup> Floor, Deputy's Boardroom, Sudbury

<b>FOR OPSEU:</b>	<b>FOR THE EMPLOYER:</b>
Robert Sjonnesen Joyce Delost Cheryl McDonald Judith Marion	Jamesene King Mary Perry Rob Ferguson t/c Marilyn Everingham t/c
<b>Regrets:</b>	
<b>Recorder:</b> Donna Fillier	

<b>AGENDA ITEM</b>	<b>ISSUE</b>	<b>ACTION REQUIRED</b>
	Management chaired the meeting which came to order at 1:15 p.m.	
1. Adoption of Agenda	The Union asked to add under Other Business: - Fixed Term Report – add as a Standing Item	
2. Business Arising From Previous Minutes	Field Office Vehicles – Management reported that NDD is addressing the concerns expressed and can report back when information is available.  Health & Safety–Travelling in areas Without Access to Assistance – A memo was sent to all staff with a link to the guidelines and it has also been discussed at team meetings in REDB. The MERC recommends that a list of options be circulated to managers in REDB and discussed with staff at team meetings. In addition, an inventory will be done of available devices within MMD that could be accessed by	Management to report back.  To be completed by November 1, 2014.

	<p>NDD staff as well.</p> <p>MNDM Staff Organizational Chart – The Union asked if it would be possible to obtain org charts that have details. Management replied that org charts are not maintained by the HR Strategic Business Unit.</p> <p>Training for Sault LERC RERC and MERC – The RERC completed their training on Sept. 25<sup>th</sup>.</p> <p>Health &amp; Safety Awareness Training – There were 20 OPSEU employees still to complete Safe Smart Training as of July 2014.</p>	<p>To be removed from the agenda.</p> <p>To be removed from the agenda.</p> <p>Employer will request updated list for September 30, 2014.</p>
3. Transitional Exit Initiative	<p>The Union requested an update. Management reported that since our last MERC meeting there have been two more requests approved. Applications continue to be reviewed and discussed at the Operations Committee based on the TEI Guideline.</p>	
4. Hiring Processes – Broadening Work Location Options	<p>The Union would like to see managers consider more options regarding work locations when advertising jobs. HR will continue to encourage managers to be more flexible in their consideration in job location. Management will bring this forward to the Operations Committee.</p>	<p>To be removed from agenda.</p>
5. OPS Employee Engagement Survey	<p>Ministry and Divisional Results – The report has been posted on our intranet. Employees will be engaged in addressing the ministry and divisional results of the Employee Survey. The Union requested a presentation at the next meeting.</p> <p>Conversation Cafés – Management has found that feedback from the Cafés and the survey are aligned.</p>	
6. Accessible Minutes	<p>The parties discussed the creation of accessible minutes for all ERCs and will continue to produce accessible minutes.</p>	<p>To be removed from the agenda.</p>

7. RERC	Management RERC and Management MERC Co-Chairs will caucus prior to RERC meetings. Management has confirmed that MERC, RERC and LERC representatives and members may communicate work related issues using government resources. The Union may contact employees to obtain personal e-mail addresses.	To be removed from the agenda.
8. LERC		To be removed from the agenda.
9. 2014-15 Results-Based Planning Disclosure	An RBP representative will provide an update as a standing item on the MERC agenda.	
10. Inclusion Update (Standing Item)	An Inclusion Summit is scheduled for September 30, 2014 and Diversity Mentoring Partnership Program application period is currently open until September 30th.	
11. Training & Development (Standing Item)	No update.	
12. Other Business	Fixed Term Report – Next report due in early October to be consistent with OPSEU Collective Agreement Article 16.5.1.	To be added as a standing item.
13. Next Meeting		

For the Union

For the Employer

Original signed by Robert Sjonnesen and Jamesene King on September 29, 2014.

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Robert Sjonnesen

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Date

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Jamesene King

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Date