

**Ministry of Health and Long-Term Care
MERC Meeting Minutes
January 26, 2017**

Attendees	
Union	Management
F. Wendling (Co-Chair)	R. Lindo (Co-Chair)
W. Stevenson	M. Vahaviolos
M. Whyte	C. Pettis
H. Dargavel	J. Farrell
B. Pitfield	M. Fox
Recorder	
	J. Riddell
Guests	
	S. Brlek
Regrets	

Agenda Items	Date Tabled	Discussion	Action Required
1. Review of September 28, 2016 Minutes		<ul style="list-style-type: none"> Both management and OPSEU agreed to previous minutes 	
2. Review of Agenda		<ul style="list-style-type: none"> Management and OPSEU agreed to agenda OPSEU provided three items to be brought forward 	

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New Business			
3. Attendance Support Management Program Data		<ul style="list-style-type: none"> • Management provided OPSEU with the MOHLTC ASMP summary report • OPSEU asked who attends level 4 meetings on behalf of management • OPSEU raised ASMP training for employees • OPSEU raised employee access to personal STSP/ASMP information • Management informed that only sick absences are included in ASMP data 	<ul style="list-style-type: none"> • Management to follow up on how attendance threshold is determined • Management to provide more information on which absences are included in ASMP system • Management to review employee access to sick leave data
4. Mandate Letter		<ul style="list-style-type: none"> • OPSEU posed several questions related to the ministry's mandate letter • Management informed that they cannot provide answers at this time • OPSEU raised potential concerns, comments and questions to be mindful of for the future • OPSEU requested a manager from Long-Term Care Home Division (LTCHD) to attend a future meeting 	<ul style="list-style-type: none"> • Management to extend an invitation to a LTCHD manager for a future meeting
5. Hamilton CACC		<ul style="list-style-type: none"> • Management provided an update on electrical static discharge and audio burst incidents and actions taken to date 	<ul style="list-style-type: none"> • Management continues to

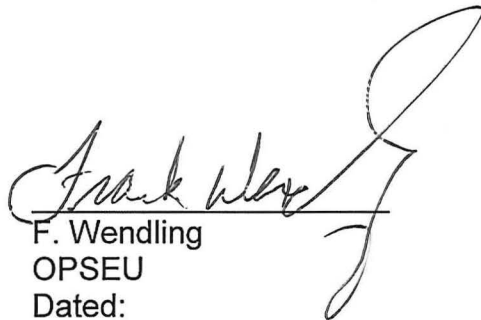
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		<ul style="list-style-type: none"> OPSEU asked who currently services equipment 	<ul style="list-style-type: none"> work closely with all parties including Ministry of Labour to ensure staff safety and will update OPSEU as new information becomes available OPSEU will continue to follow up on status
Standing Items			
6. Position Descriptions, New Job Ads	2011	<ul style="list-style-type: none"> OPSEU received position description listing for September 1 to December 31, 2016 	
7. Disclosure Updates	2011	<ul style="list-style-type: none"> OPSEU received disclosure log for September 1 to December 31, 2016 Management provided updates on current status of Long-Term Care Homes Division, Health Workforce Planning and Regulatory Affairs Division (HWPRAD), Corporate Services Division (CSD) organizational reviews 	<ul style="list-style-type: none"> Management to reach out to Job Evaluation Initiatives Branch (JEIB) about a presentation on


Agenda Items	Date Tabled	Discussion	Action Required
			classification process
8. Quarterly Fixed-Term Employee Listing	2011	<ul style="list-style-type: none"> OPSEU received the Fixed-Term employee listing for September 1 to December 31, 2016 	<ul style="list-style-type: none"> Management to provide further information on one employee
9. Workload/ Staffing Levels – Central Ambulance Communication Centre (CACC)	24-Jun-11	<ul style="list-style-type: none"> Management provided recent report in August 2016 OPSEU raised concerns about workload and baseline staffing levels OPSEU raised radio issue at Georgian Dispatch Center 	<ul style="list-style-type: none"> Management to review information on calculation for staffing levels for CACC Management to update information provided and share for future meeting if possible
10. Third Party Organizations/ Agencies/Fee-for-service	12-Apr-12	<ul style="list-style-type: none"> Management provided staffing information on LTCHD Centralized Intake and Assessment Triage Team (CIATT) OPSEU requested information on status of Fee for Service (FFS) in positions in PPAO and impact on regular staff 	<ul style="list-style-type: none"> Management to look into FFS in PPAO
11. Long-Term Care Homes Inspectors	27-Feb-14	<ul style="list-style-type: none"> Management does not have an update on current status on LTCHD inspector's classification review. Management indicated that review is ongoing and will provide information as it is available 	<ul style="list-style-type: none"> Management to provide information when available

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Business Arising			
12. Terms and Conditions of Work for Fixed Term Employees	20-Jan-16 (Originally tabled: 18-Sep-14)	<ul style="list-style-type: none"> • OPSEU raised concerns with standard hours for Fixed-Term contracts and scheduling • OPSEU offered to share information on various scheduling tools 	<ul style="list-style-type: none"> • Management will provide updates as available
13. Lateral Transfers – Development of a Ministry Process	21-Apr-16	<ul style="list-style-type: none"> • OPSEU raised concerns about the consistent application of the lateral transfer process 	<ul style="list-style-type: none"> • Management to work with Recruitment to continue to ensure managers are appropriately informed about staffing practices
14. Health Productivity Program	28-Apr-16	<ul style="list-style-type: none"> • Management provided an update on current status of Health Productivity Program 	<ul style="list-style-type: none"> • Management to reach out for HPP presentation to be provided to MERC
15. CACC COOP	Jan 26, 2017	<ul style="list-style-type: none"> • OPSEU discussed concerns with CACC coop plans • Management provided an update on action taken to date to address concerns with CACC coop plans 	<ul style="list-style-type: none"> • Management to provide further information when

Agenda Items	Date Tabled	Discussion	Action Required
			available
16. CACC Uniforms	Jan 26, 2017	<ul style="list-style-type: none"> • OPSEU requested clarification around status of uniforms • Management indicated that uniform policy is still being reviewed 	<ul style="list-style-type: none"> • Management will provide an update at the next meeting
17. Accreditation of LTCH facilities inspection	Jan 26, 2017	<ul style="list-style-type: none"> • OPSEU discussed concerns with new accreditation policy for LTCH facilities 	<ul style="list-style-type: none"> • Management will look at providing information at a future meeting
18. Set Next Meeting Dates for 2017		<ul style="list-style-type: none"> • April 20, 2017 • June 22, 2017 • September 21, 2017 	<ul style="list-style-type: none"> • Management to send out invites

Approval:


 F. Wendling
 OPSEU
 Dated:


 R. Lindo
 MOHLTC
 Date