

Ministry of Citizenship and Immigration Employee Relations Committee (MERC) MEETING

Friday, December 8, 2017 9:30 am to 12:30 pm
Boardroom B, 31 Wellesley Ave E., Toronto, Ontario

In Attendance

For the Union	For the Employer	Guests	Regrets
Darren Winger (Meeting Chair) Caroline Loisel Marlene Wright	Maureen Buckley (Co-Chair) Joanne Bénard Cassie Burt-Gerrans (ERA)	Mira Levine (Morneau Shepell), Tony Marzotto, Neil Coburn, Suzanne Hastie	Cindy Abric-Forsyth (OPS Negotiator)

Agenda Item: Meeting Minutes	Discussion	Action Required
November 3, 2017 minutes	Minutes have been signed and distributed.	No action required.

Agenda Item: Business Arising	Discussion	Action Required
MERC Terms of Reference	Union has indicated that they will review the existing Terms of Reference and provide the Employer with a draft for review and comment in advance of the next MERC meeting.	Union to share revised draft Terms of Reference with the Employer before the next MERC meeting.
ERC Training – Debrief November 21, 2017 session	The parties agreed that it was a good session. There was a lot of good discussion and the session provided an opportunity to build relationships and learn about things that other ERC teams are involved with.	Remove from the agenda.

Agenda Item: Business Arising	Discussion	Action Required
Delegation of Authority Framework	The Employer will share the Delegation of Authority Framework documents electronically with the Union. There is a Financial Delegation of Authority section on the MCI intranet website.	Employer to share documents electronically in advance of the next MERC meeting.
Fleet Vehicles (Telematics)	The Employer is still looking into the matters raised at the last MERC meeting.	Employer to report back at the next MERC meeting.
Organizational Chart	The Employer shared the Ministry organizational chart with the Union on November 22, 2017, and provided information on ministerial agencies.	Remove from the agenda.

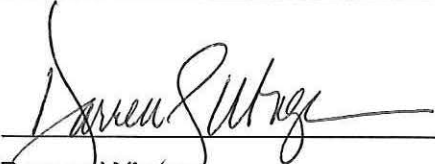
Agenda Item: Standing Items	Discussion	Action Required
<p data-bbox="201 808 464 837">Program Updates</p> <ul style="list-style-type: none"> <li data-bbox="201 878 632 943">• Regional Services Branch (SLAs) <li data-bbox="201 1195 632 1224">• Volunteer Service Awards 	<p data-bbox="693 878 1428 976">The Employer (N. Coburn) confirmed that they are working on updating SLAs with the Ministry of Seniors Affairs and the Ministry of the Status of Women.</p> <p data-bbox="693 1016 1428 1146">The Union recommended that any SLA or Letter of Understanding (LOU) requirements be communicated to staff as appropriate (i.e. at onboarding, via regular employee communications, at staff meetings, etc.).</p> <p data-bbox="693 1195 1428 1390">The Employer confirmed that the 2018 Volunteer Service Award ceremonies will be scheduled during the months of March and April. A parallel tour approach is being contemplated to deliver the various ceremonies across the province. The Employer continues to consider various delivery strategies.</p>	<p data-bbox="1470 878 1856 943">Program Updates remains as a standing item.</p> <p data-bbox="1470 1016 1856 1179">Employer to respond at the next meeting to OPSEU complement inquiry in Ontario Honours and Awards.</p>

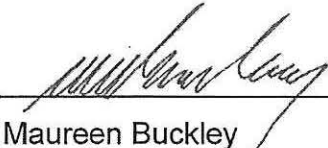
Agenda Item: Standing Items	Discussion	Action Required
<ul style="list-style-type: none"> • Ontario Immigration Nominee Program 	<p>The Union inquired as to whether the Unit was at full complement.</p> <p>The Employer (S. Hastie) provided the following updates: program has moved to a fully online application system resulting in efficiencies; processing times are published by program stream. Program area continues to staff up and job ads are being posted on eCareers. The regulations of the <i>Ontario Immigration Act</i> will come into effect January 1, 2018.</p>	
Fiscal Update	The Employer provided a fiscal update.	Remains as a standing item.
Fixed-Term List	<p>On November 30, 2017, the Employer provided feedback on the four specific cases the Union inquired about at the last meeting.</p> <p>The Employer provided a fixed-term report to the Union on December 5, 2017.</p>	<p>The Employer will provide the Explanatory Note on conversion under separate cover.</p> <p>Remains as a standing item.</p>
Seasonal Seniority Hours	No report.	<p>The Employer will share updated Seasonal Seniority Hours in advance of the next MERC meeting.</p> <p>Remains as a standing item.</p>
Disclosures	No items at this time.	Remains as a standing item.
Training and Development	<p>The Employer is still exploring training opportunities regarding the Truth and Reconciliation Report.</p> <p>The Union shared a couple of examples of educational programming that has been done within the Regional</p>	Remains as a standing item.

Agenda Item: Standing Items	Discussion	Action Required
	<p>Services Branch.</p> <p>The Employer reported back on the Mental Health educational session presented at the recent Managers' Forum.</p>	
Attendance Support Management Program (ASMP)	No new updates.	<p>The Employer to report back in early 2018.</p> <p>Remains as a standing item.</p>
Open Government	<p>The Employer provided information on the MCI data sets that are included as part of the Open Government initiative.</p> <p>Open Government website: www.ontario.ca/page/open-government</p>	Remains as a standing item.
Digital Government	<p>The Employer confirmed that information is stored at the OPS IT warehousing centres.</p> <p>No additional update on digitizing initiatives within MCI.</p>	Remains as a standing item.

Agenda Item: New Business	Discussion	Action Required
Employee and Family Assistance Program (EFAP) – Orientation Session	Morneau Shepell provided an overview of their EFAP highlighting the types of services and supports available to OPS employees and their families.	Remove from the agenda.

Agenda Item: Standing Items	Discussion	Action Required
2018 Meeting Dates	The parties agreed to June, September and December meeting dates.	Parties will explore available dates for a meeting in March or April. Employer will send out calendar invites for 2018 meetings.

For the Union: 
 Darren Winger
 Date: March 14, 2018

For the Employer: 
 Maureen Buckley
 Date: March 16, 2018