

**MEMORANDUM**

**TO:** Executive Board Members, CERC Team & MERC Teams

**FROM:** Ruth Hamilton, A/OPS Supervisor

**DATE:** October 25, 2010

**SUBJECT:** **JOINT EMPLOYMENT STABILITY SUB-COMMITTEE (JESS)**  
**Minutes – June 14, 2010**

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Attached, for your information, are the minutes of the above captioned meeting.

**PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.**

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,



Warren (Smokey) Thomas  
President



Ruth Hamilton  
A/OPS Supervisor

/pb  
att.

cc: Senior Staff  
Job Security

# JOINT EMPLOYMENT STABILITY SUB-COMMITTEE (JESS) MEETING

## ABBREVIATED MINUTES

**June 14, 2010**  
**10:00 p.m. – 4:00 p.m.**  
**Employee Relations Division – Bargaining Centre**  
**77 Wellesley Street West, 7<sup>th</sup> Floor**  
**Toronto, Ontario**

OPSEU: Cameron Walker, Sandra Harper, Roxanne Barnes, Chris Cormier, Elaine Bagnall  
 Employer: Shirley Shamash, Chris Wright, Ann Macdonald, Jamesene King, Robert Gordica, Bonnie Baker

Regrets: Jason Rivait, Peter Wall

| ITEM                    | ISSUE                          | EMPLOYER'S POSITION   | UNION'S POSITION | ACTION REQUIRED   |
|-------------------------|--------------------------------|---|------------------|---|
| <b>HOUSEKEEPING</b>     |                                |   |                  |   |
| Minutes                 | April 21, 2010                 | Revisions suggested.  |                  | Employer to revise April 21, 2010 minutes.  |
|                         | May 17, 2010                   | Cancellation template received.   |                  |   |
| <b>BUSINESS ARISING</b> |                                |   |                  |   |
| 09 02 20 A              | Explanatory Note – Appendix 40 | The Employer confirmed that “impacted employees” do not have to register for advanced direct assignment under Appendix 40 in order to be entitled to the conditional assignment language in paragraph 7 of Appendix 40 once they fall under Article 20. |                  | Employer to review and update Appendix 40 draft explanatory note based on the Union's comments.<br><br>Employer to draft MOU confirming red circling treatment for employees who are assigned under Appendix 40 to a position with a max rate below the max rate of their own classification for sign off at July CERC. |
| 09 06 17 a)             | Dispute Resolution Guidelines  | Discussion of item deferred.  |                  | Union to provide draft for discussion.  |

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| ITEM                                       | ISSUE                                | EMPLOYER'S POSITION   | UNION'S POSITION | ACTION REQUIRED   |
|--|--------------------------------------|---|------------------|---|
| 09 06 17 b)                                | Assignment Letters                   | The parties discussed the content of the template letters used for assignment to positions requiring a security screening check.  |                  | Employer to update template letters dealing with positions requiring a security screening check.<br><br>Employer to review and update EP&S assignment letters for positions that do not require a security screening check. |
| 09 06 17 c)                                | Appendix 40<br>Template Letters      | Discussion of item deferred.  |                  | Employer to review and consider comments and update templates as required.  |
| 09 08 19                                   | Security Screening if Refuse or Fail | The parties discussed the Union's concerns with the security screening process as it relates to surplus employees.<br><br>The parties discussed various approaches to address the issue of surplus employees refusing to consent to or failing security screening checks for positions they were matched to under the redeployment process. |                  | Parties to discuss further.   |
| 10 01 20                                   | CERC Referral: Temporary Assignments | The Employer advised the Union that the messaging for the communication between Managers, HR Advisors and/or Recruitment Consultants on considering employees in their last 2 months of notice for temporary assignments is still being finalized.  |                  | Employer to provide update to Union once finalized.   |
| 10 01 20                                   | CERC Referral: MERC Reports          | The parties further discussed the structure and content of the report.  |                  | Employer to forward to Union further revised sample report.   |
| <b>DEFERRED: PENDING GRIEVANCE OUTCOME</b> |                                      |   |                  |   |
| 06 06 21                                   | Article 22.7                         | Discussion of item deferred.  |                  | Union to respond to Employer proposal.  |
| <b>STANDING ITEMS</b>                      |                                      |   |                  |   |
|  | Interpretive Bulletins               | No new interpretive bulletins relating to employment stability.   |                  | No further action required at this time.  |

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| ITEM                | ISSUE                            | EMPLOYER'S POSITION  | UNION'S POSITION | ACTION REQUIRED   |
|---------------------|----------------------------------|--|------------------|---|
|                     | Corporate Transition Reports     | Employer provided report for period as of June 1, 2010.  |                  | No further action required at this time.  |
|                     | Conditional Assignment Stats     | Employer provided report for month of May 2010 (With updates as of June 3, 2010)   |                  | No further action required at this time.  |
|                     | Advanced Direct Assignment Stats | Employer provided report on the pre-surplus/in placement search activity for 2010//2011 year to date (April 1/10 to March 31/11)<br><br>The parties discussed potential revisions to the ADA report. |                  | No further action required at this time.<br><br>Employer to revise content and structure of ADA report. |
|                     | No EP                            | Employer provided report on active employees without an EP for 2010/11 year to date (update as of May 31, 2010)  |                  | No further action required at this time.  |
|                     | Regional Recruitment Centres     | No updates to report.  |                  | No further action required at this time.  |
| <b>NEW BUSINESS</b> |                                  |  |                  |   |
|                     | Same Continuous Service Date     | The Employer will contact the OPSEU identified JSU contact to resolve same CSD matters.  |                  | No further action required at this time.  |

Prepared by: Shirley Shamash  
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