

Provincial Labour Management Committee Minutes
100 Lesmill Road, OPSEU Head Office - Theatre
November 03, 2011



For the Union		For the Employer	
Denise Davis: Chair Tracy Vyfschaft: Vice-Chair Colleen MacLeod: Secretary/ Treasurer Eric MacKenzie: Northern Region Labour Management Chair Kristina Fiore: Central Region Labour Management Chair Greg Wilson: London Warehouse Labour Management Chair Rob Field, OPSEU Senior Negotiator		Lauri Green, Manager Employee Relations John Wilkinson, District Manager Patti Davis, District Manager Pam LeMaistre, Regional HR Manager Charles Edison, Acting GM, Durham Sandra Casciaro, Employee Relations Administration Assistant Presentation by: Rafik Louli, Central Regional Director	
Absent: none			
1	Adoption of Agenda		
Response	Two items were added to the agenda. Adopted as amended		
2	Previous Minutes		
Discussion	November 2010 confirmed. February 2011, April 2011 and September 2011 minutes pending review.		

Outstanding Items from Last Meeting

3	French Language Services		
Discussion	A meeting was held between the parties on Aug 18/11. The Union was given a list of stores designated FLS throughout the province.		
Response	Future meetings will be arranged for further sharing of information.		
4	Union time off Decentralization		
Discussion	Closed		
5	Collective Agreement Release		
Discussion	The official version of the Collective Agreement cannot be printed until all of the ratification date grievances have been resolved.		
Employer	Matter has been resolved at Arbitration with a ratification date of Aug 28, 2009. Pending salary schedule. The Employer will forward to the Union as soon as available.		
Union			
Response	Open project ongoing.		
6	Product Knowledge Tests		
Discussion	The Union stated that it has been past practice to allow 8 hour study time for all test levels.		
Employer			
Union	The Union provided a copy of March 11, 2008 Product Knowledge notice letter.		
Response	Under review. The Employer will follow up and respond.		
7	Orientation and Pensions		
Discussion	The Union is requesting an opportunity to meet new employees.		
Employer	The Employer advised the issue has been raised but adequate time is not available as the day is filled with training.		

Union	The Union spoke of respect between the parties and would like the opportunity to meet members for orientation and provide a brief presentation. A pilot project with 10-15 minutes to meet new members during orientation was proposed. The Union provided the Orientation package to the Employer
Response	The package will be presented at the Regional Directors meeting in November.
8	Safety Blitz Week
Discussion	The Union stated there is not enough scheduled time to roll out education program
Response	CLOSED
9	Short Staffing Levels and Budgets
Discussion	Concerns expressed by the Union about a lack of staff working in the stores.
Employer	John Wilkinson provided a presentation which indicated the number of hours worked by casual employees has increased.
Union	The Union would like a copy of the presentation to review and respond.
Response	The Employer will send most recent presentation.
10	Warehouse December Holidays
Discussion	Employees at the Durham Warehouse can apply for vacation in December. Is this the practice in the other warehouses?
Employer	The Employer stated that an announcement will be posted at all Logistics facilities.
Union	The Union would like to be copied on the announcement.
Response	
11	Access to Drinking Water
Discussion	Retail workers would like to have drinking water at the cash stations.
Employer	Will release circular to announce policy for drinking water at cash stations.
Union	The Union requested a copy of the circular sent to employees. The Union was sent a copy of the circular.
Response	CLOSED
12	Customer Reusable Shopping Bags
Discussion	Some reusable shopping bags are not clean.
Employer	Gloves will be available to order through Corporate Safety Services. Communication will be issued to stores.
Union	The Union requested a copy of circular as many members have not seen it.
Employer	The Employer will follow up with Retail Customer Service to ensure this was communicated.
Response	Circular was issued Sept 23, 2011 and copied to the Union. Employees should speak to the manager to have gloves ordered for this purpose. CLOSED
13	Letter of Agreement upon Full-Time Promotion from Casual
Discussion	Eligibility for transfer within the District
Employer	

Union	Item A: The Union presented a letter regarding fulltime employment which states that employees appointed to permanent full time positions are not able to apply for transfer for three years. The Union requested clarification as members feel this prohibits them from requesting a transfer within their district which is not the case.
Response Item A	The Employer clarified that letters will be amended to reflect the current practice of allowing employees to request local transfers.
Union	Item B: The Union stated that permanent full time members are being misinformed that they can automatically transfer after 3 years of service. Employees need clarification regarding when they can apply for a transfer outside of their GEO. One instance is for compassionate reasons and the second is when a job is posted.
Response Item B	The Employer will review and respond.
14	Union time off invoices
Discussion	The employer continues to raise concerns regarding delays in paying the time off invoices.
Union	The Union continues to investigate with the OPSEU Accounting department for payment of the outstanding balances.
Response	Ongoing
15	Designated area in worksites for job postings
Discussion	Concern regarding members not seeing the job postings in the workplace.
Employer	The Employer stated that 417 people applied in August for 25 positions. The concern will be addressed at the next regional Human Resources meeting.
Union	The Union suggested a tracking system that could ensure job postings were posted for all staff to see. The Union also inquired whether job postings could be put online for members to access from home through a password secured site.
16	Uniform ordering website down for maintenance
Discussion	Members are inquiring about shirt orders.
Employer	The Employer advised they are in the process of contracting a new vendor. If urgent members are requested to ask the manager to email customer service with the request and each request will be reviewed.
Union	The Union asked if the Employer has an estimated time frame as to when the website would be operational. The Union has concerns that the email address provided does not generate a response. The Union also stated that members do not always order their full allotment of shirts and were wondering if that would be carried forward with the new vendor?

Response	The Employer will investigate and respond regarding general distribution and whether the website is up and running.
17	Canadian made and Union made items when possible
Discussion	When purchasing items for employees the Union asked the Employer to consider supporting local businesses and union made items. The Union referred to a letter that was sent from OPSEU President Smokey Thomas to Bob Peter with respect to employees work shirts.
Employer	
Union	The Union questioned whether a vendor had been selected?
Response	The Employer will follow up and respond.
18	Water Bottles
Discussion	Concerns have been raised regarding the recycling codes on the bottom of the reusable water bottles the Employer distributed.
Employer	The Employer asked for examples to be sent for further clarification.
Union	The Union provided examples to the employer for follow up
Response	A circular was sent to worksites stating members can use their own bottles if they have a concern provided they are clear and able to be resealed. CLOSED
19	Challenge and Refusal Statistics
Discussion	The Union requested that the LCBO share the Challenge and Refusal statistics (2009-2011) and if these statistics could be broken into categories for review.
Employer	Statistics were presented to the union at this meeting during the Retail presentation
Union	
Response	CLOSED
20	NOIDS/Amended format
Discussion	Additional information added to NOIDS for clarity.
Employer	The Employer advised that there has been some confusion regarding a response within 3 calendar days therefore they will no longer be requesting a response within 3 calendar days but instead will now request a response by a specific date.
Union	
Response	CLOSED
21	Store Decals
Discussion	Employer review of all entrance way decals.
Employer	The Employer advised they were streamlining the decals on all entrance ways. The doors have become unsightly and cluttered. The OPSEU decal will be removed along with many others.
Union	The Union has concerns with list of decals being removed. Specifically the OPSEU decal and decals informing the public regarding LCBO policies. How will members enforce policies such as no dogs or no rollerblading without identifying decals? The Union inquired whether the LBED decal could be relocated?
Response	The Employer will review and respond.

1	New SPLAN pilot project
Discussion	Questions arose from the new online SPLAN that is being piloted in certain areas
Employer	Rafik Louli, Regional Director provided a presentation to the Union.
Union	The Union questioned whether the DM or RD would be monitoring to make sure scheduling is done according to the CA?
Response	The Employer advised no internal auditing will be done. CA adherence was part of the roll out. This new method is intended to address scheduling and make it user friendly.
2	Sharing of Job posting announcements
Discussion	The Union requested that all job posting announcements be shared with the Provincial Labour Management Team.
Response	The Employer will investigate and respond.
3	Bargaining Unit Work
Discussion	The Union has questions regarding Bargaining Unit Work
Response	The Employer advised this issue has been grieved and will no longer be discussed at the PLMC/.
4	Role of Acting Management positions/Secondments
Discussion	The Union inquired as to what the role is of a (bargaining unit) acting manager when in the workplace.
Response	The parties have agreed to meet in a smaller group for discussion.
5	LCBO exchange article Sept-Oct 2011 (Tracking career criminals)
Discussion	The Union has concerns with contradictory statements made in the most recent Exchange.
Response	The Employer will investigate and respond.
6	Communications to employees
Discussion	The Union has concerns that members are not seeing or receiving all communications sent to their workplaces from the employer. The Union asked where are all of the circulars placed or posted? The Union suggested that there should be the same designated spot in all workplaces so that employees know where to find this information. Union suggested having mail slots for each employee, would also be a benefit for those employees that are not working regular hours and may not be at regular huddles or meetings.
Employer	Will review the Union's suggestions.
Union	
Response	
7	WSET for Product Consultants
Discussion	The Union stated that Product Consultants are being held back from reaching the last step of their pay grid and this should not be happening. The WSET advanced certificate does not have to be completed in order for Product Consultants to reach the maximum of pay grade. The Note on the Performance appraisal needs to be removed.
Response	Employer will review and respond.

Next meeting date to be determined.