

**Ministry of Labour
MERC Meeting Minutes**

Date and Time: July 16, 2014: 9:00 am – 3:00 pm.

Location: 70 Foster Drive, 6th Floor, PCC Internal Boardroom, , Sault Ste. Marie, ON

For OPSEU: Rick Weaver (Co-Chair), Neil Martin, Beth Anich, Stephen George

* Chaired meeting

For the Employer: Mike Anderson (Co-Chair)*, Janis Bartley, Peter Augruso, Alec Farquhar, Minerva Papasin

Guests: Jody Young, Leanne Pold Della Vedova, Blair MacKinnon, John Benninghaus, Stacey Bennett

NOTE: See Last Page for Acronym definition.

A. Business Arising from Previous Minutes – MERC minutes Follow Ups		
Issue	Discussion	Action Required
<p>2011-001 Alternative Work Agreements (CWW)</p> <p>Date tabled: Nov 27, 2007</p>	<p>July 16, 2014: Employer advised that Operations Division will adopt the OPS AWA Guidelines.</p> <p>Employer confirmed that for new hires, H&S and ES, AWA is available after one year from completion of training; for administrative staff, it will be six months after training.</p> <p>OPSEU's position is that AWA, including CWW, should be offered to all members after training has been completed.</p> <p>Employer confirmed that AWA will not be taken away as a punitive measure.</p>	<p>No further action required.</p>

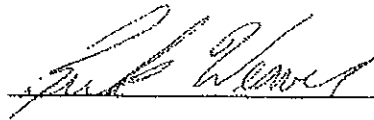
<p>2013-002 Committee's Accomplishments</p> <p>Date tabled: Feb 6, 2014</p>	<p><u>July 16, 2014:</u> Parties discussed and added some items.</p>	<p>Item moved to Standing Items.</p>
<p>2013-017 Employment Standards</p> <p>Date tabled: October 1, 2013</p>	<p><u>July 16, 2014:</u> Parties discussed the DET Selection Criteria that was sent out on June 30, 2014. The selection criteria are in effect now.</p>	<p>Employer to provide DET staffing levels and any changes to the levels by July 31, 2014.</p>
<p>2013-020 Process for Investigating Public Complaints</p> <p>Date tabled: October 1, 2013</p>	<p><u>July 16, 2014:</u> Employer advised that all meetings with staff on this item will be done by end of Fall 2014.</p> <p>OPSEU requested for the number of formal public complaints, H&S and ES, the ministry has received.</p>	<p>Employer will follow-up and report back at the next meeting.</p>
<p>2013-023 Smart Phones</p> <p>Date tabled: October 1, 2013</p>	<p><u>July 16, 2014:</u> Not moving on this item at this time.</p>	<p>Removed from agenda.</p>
<p>2014-014 Travel, Meals and Wheels</p> <p>Date tabled: July 16, 2013</p>	<p><u>July 16, 2014:</u> Parties will be meeting on this item on July 30, 2014.</p>	<p>Update to be provided at the next meeting.</p>
<p>2014-007 Change to On-Call Protocol</p> <p>Date tabled: February 6, 2014</p>	<p><u>July 16, 2014:</u> Parties discussed the issue of "unconsciousness".</p>	<p>Employer will draft a communication that will define the issue of "unconsciousness", and will share with OPSEU for comments.</p>
<p>2014-011 Officer Liability and Compellability</p> <p>Date tabled: July 16, 2014</p>	<p><u>July 16, 2014:</u> Parties discussed the need to clarify this item to managers and employees.</p> <p>Employer agreed to notify MERC of any member being called as a witness for the Crown.</p>	<p>Employer will prepare a training package to address this item at team meetings, and will share with OPSEU, for comments.</p>

<p>2014-015 Fleet Agreement</p> <p>Date Tabled: July 16, 2014</p>	<p>July 16, 2014: Parties agreed that the intent of the fleet agreement is to cover field staff, whose duties require regular travel for work business. This would not normally include ESO2s assigned to claims.</p> <p>Pool vehicles are available for occasional travel.</p> <p>Field staff are not required to use their personal vehicle for ministry work, as per Appendix 3 of the current Collective Agreement.</p>	<p>No further action required.</p>
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C. New Business		
Issue	Discussion	Action Required
<p>2014-009 MERC Operations Work Meetings</p> <p>Date tabled: July 16, 2014</p>	<p>July 16, 2014: Parties provided an update on the ad hoc meetings that have occurred.</p>	<p>Parties will seek permission to continue working on issues during bargaining.</p>
<p>2014-016 P&P Module 3: Dealing with Pro-active Field Visits</p> <p>Date Tabled: July 16, 2014</p>	<p>July 16, 2014: Parties discussed the P&P Module on Dealing with Pro-active Field Visits.</p> <p>OPSEU is concerned that the document is too restrictive and does not allow for inspector's discretion in doing their field visits.</p>	<p>OPSEU will provide the Employer with their suggested edits by end of August 2014.</p>
<p>2014-017 Job Description: Corporate Risk Officer</p> <p>Date tabled: July 16, 2014</p>	<p>July 16, 2014: OPSEU Inquired about the new position of Corporate Risk Officer in the Business Innovations Office (BIO), Internal Administrative Services Division.</p>	<p>Employer will invite BIO to the September meeting.</p>

2014-018 Health & Safety Awareness Training Date tabled: July 16, 2014	July 16, 2014: OPSEU requested for the number of employees who have completed the H&S Awareness Training.	Employer will provide the information.
2014-019 H&S Contact Centre Workload Date tabled: July 16, 2014	July 16, 2014: Parties discussed the increased workload at the H&S Contact Centre by 38%, since the introduction of Prevention products. OPSEU is concerned that the additional workload has been causing negative impact to their members and has requested immediate relief.	Employer is currently recruiting for three Telephone Advisors. A business case has been completed and will be presented to the Senior Management Committee for additional positions.
2014-020 New Worker Training Date tabled: July 16, 2014	July 16, 2014: Employer provided a copy of the New Inspector Training Curriculum.	Employer will engage the MERC to discuss a framework for a sub-committee for training.
2014-021 Balanced Score Card (BSC) Date tabled: July 16, 2014	July 16, 2014: Anne Duffy, A/Associate Director of OHSB, provided a presentation on the Operations Division's Inspectors Balanced Score Card for the Pilot Year Data (April 1, 2013 to March 30, 2014).	MERC asked that the current BSC be paused until the QA/QC process has been implemented. A collaborative review of alternate measures of performance will be undertaken in the future.
2014-022 QA/QC Update Date tabled: July 16, 2014	July 16, 2014: Jody Young, Director of Central West, provided an update on the work of the QA/QC working group.	Employer will share the QA/QC documents, including the communication to staff, with OPSEU for review.

STANDING AGENDA ITEMS		
Issue	Discussion	Action required
2013-016 Staff Reports	July 16, 2013: Employer provided Staff Reports to OPSEU on July 7, 2014.	Parties will discuss specific situations.



Rick Weaver
Co-Chair, OPSEU
Date: July 16, 2014



Mike Anderson
Co-Chair, Management
Date: July 16, 2014

List of Acronyms

MERC	Ministry Employee Relations Committee
MOL	Ministry of Labour
OPSEU	Ontario Public Service Employee Union
BIO	Business Innovations Office
P&P	Policy and Procedures
OPS	Ontario Public Service

AWA	Alternative Work Arrangement
DET	Dedicated Enforcement Team
BSC	Balanced Score Card
QA/QC	Quality Assurance/Quality Control
ESO 2	Employment Standards Officer 2
CWW	Compressed Work Week