

**Ministry of Health and Long-Term Care  
MERC Meeting Minutes  
June 19, 2014**

<b>Attendees</b>	
<b>Union</b>	<b>Management</b>
C. Falcao (Co-Chair)	K. Delorme (Co-Chair) *
F. Pryor	K. Blackledge
F. Wendling	H. Cooper
L. Egan	B. Lyman
J. Marion	N. Gonzalez
<b>Recorder</b>	
	S. Thom
<b>Guests</b>	

<b>Agenda Items</b>	<b>Date Tabled</b>	<b>Discussion</b>	<b>Action Required</b>
<b>1. Review of Agenda</b>			
		<ul style="list-style-type: none"> <li>June 2014 agenda reviewed and approved as written.</li> </ul>	
<b>New Business</b>			
<b>2. Critical Incident Support</b>	19-Jun-14	<ul style="list-style-type: none"> <li>Management provided an update on progress and will be seeking senior management approval on an approach.</li> <li>OPSEU proposes working jointly with management and proposes forming a sub-committee.</li> <li>The parties continue to share research and information.</li> </ul>	Management to follow-up

Agenda Items	Date Tabled	Discussion	Action Required
<b>3. Computer Scheduling (Central Ambulance Communication Centres)</b>	19-Jun-14	<ul style="list-style-type: none"> <li>• Management provided information on the scheduling process used.</li> <li>• OPSEU identified issues and examples with the computer scheduling process.</li> <li>• OPSEU requested the former paper schedule be used in parallel in the CACCs using computer scheduling during the transition. Alternatively, OPSEU suggested that the current computer scheduling system be put on hold.</li> <li>• EHSB would like to move in the direction of having a standardized computer scheduling system in all CACCs.</li> </ul>	<p>OPSEU to follow-up with any further examples within two weeks.</p> <p>Management to follow-up before the next meeting.</p> <p>Management to follow-up.</p>
<b>4. ERC Training</b>	19-Jun-14	<ul style="list-style-type: none"> <li>• New ERC training has been developed. All OPSEU and Management representatives must register as a committee for a training session and must complete a form, and send it to the Ministry MERC co-chairs, who then submit it to a corporate mailbox. ERC co-chairs will receive an e-mail to confirm their registration or put the committee on a waiting list.</li> <li>• Information including the schedule can be found on the HROntario Services portal on MyOPS at: <a href="#">MyOPS Home Page</a> &gt; <a href="#">HROntario Services</a> &gt; <a href="#">About HROntario</a> &gt; <a href="#">Employee Relations Information</a> &gt; <a href="#">ERC Training</a>, or;</li> </ul>	Item removed from agenda.

Agenda Items	Date Tabled	Discussion	Action Required
		<a href="http://intra.ops.myops.gov.on.ca/cms/tiles.nsf/(vwReadPagesByRefId_Content)/hro2014.05.13.11.58.44.LR8_page?open">http://intra.ops.myops.gov.on.ca/cms/tiles.nsf/(vwReadPagesByRefId_Content)/hro2014.05.13.11.58.44.LR8_page?open</a>	
<b>Standing Items</b>			
<b>5. Position Descriptions and New Job Ads</b>	2011	<ul style="list-style-type: none"> <li>Management advised that the Integration Support Clerk (08OAD) position has not yet been posted.</li> </ul>	Management to follow-up when position is posted.
<b>6. Disclosure Updates</b>	2011	<ul style="list-style-type: none"> <li>The quarterly disclosure log from January 1 – March 31, 2014 was provided to OPSEU on May 16<sup>th</sup>, 2014 and OPSEU acknowledged receipt of the log.</li> <li>The parties defer this item to next meeting.</li> </ul>	Deferred to next meeting.
<b>7. Quarterly Fixed-Term Employee Listing</b>	2011	<ul style="list-style-type: none"> <li>The quarterly report as of March 31, 2014 was provided to OPSEU on May 16<sup>th</sup>, 2014 and OPSEU acknowledged receipt of the report.</li> <li>OPSEU identified some issues with contracts in the report.</li> </ul>	Management to follow-up.
<b>8. Workload/ Staffing Levels - Central Ambulance Communication Centre (CACC)</b>	24-Jun-11	<ul style="list-style-type: none"> <li>The CACC call volume statistics and the 2013 workload summary was sent to OPSEU in May and OPSEU acknowledged receipt.</li> <li>OPSEU requested that maximum staffing levels be maintained at all times.</li> </ul>	Management to follow-up.

Agenda Items	Date Tabled	Discussion	Action Required
9. <b>Third Party Organizations/ Agencies</b>	12-Apr-12	<ul style="list-style-type: none"> <li>• OPSEU enquired whether management is aware of any temporary agency staff in the ministry.</li> <li>• Management advised the recurring work discussed previously continues to be under review.</li> </ul>	Management to follow-up.
10. <b>Emergency Health Services Branch, Direct Services Division</b>	24-Apr-14	<ul style="list-style-type: none"> <li>• Management had no update to provide at this meeting.</li> </ul>	
11. <b>Employee Engagement Survey</b>	27-Feb-14	<ul style="list-style-type: none"> <li>• Management had no update to provide at this meeting.</li> <li>• Final results should be available in summer 2014.</li> <li>• OPSEU requested ministry and divisional results when they are available.</li> <li>• OPSEU requested a presentation on the ministry results at the next meeting.</li> </ul>	<p>Management to follow-up.</p> <p>Management to follow-up.</p>
12. <b>Long-Term Care Homes Inspectors</b>	27-Feb-14	<ul style="list-style-type: none"> <li>• Management advised that longer term plans for long-term care homes inspector fixed-term positions have not yet been determined.</li> </ul>	
<b>Business Arising</b>			
13. <b>Central Ambulance Communication Centre (CACC) Uniforms</b>	24-Jun-11	<ul style="list-style-type: none"> <li>• Management provided an update on the RFP process.</li> </ul>	

Agenda Items	Date Tabled	Discussion	Action Required
14. Central Ambulance Communication Centres (CACC) Call and Dispatch Audits	17-Sep-13	<ul style="list-style-type: none"> <li>Management provided information in response to OPSEU's concern with respect to variation in the number of audits required in different CACCs.</li> </ul>	Item removed from agenda.
15. Short-term Sickness Plan	24-Apr-14	<ul style="list-style-type: none"> <li>It was confirmed that credit reimbursement is identified in WIN and pay reimbursement is reflected on employee pay stubs.</li> <li>Management confirmed that the manager is not notified for validated absences.</li> </ul>	Item removed from agenda.
16. Pilot Alternate Work Arrangements	24-Apr-14	<ul style="list-style-type: none"> <li>The parties agreed that AWA agreements are to be signed on behalf of OPSEU by the OPSEU staff representative.</li> <li>The parties agreed that the model agreements in the collective agreement (Article 10, Appendix 42) are to be used.</li> </ul>	Item removed from agenda.

Next Meeting Scheduled For: September 18, 2014

Approval:



C. Falcao  
OPSEU

Dated: June 19/14



K. Delorme  
MOHLTC

Dated: June 19/14