

**MTO Ministry Employee Relations Committee (MERC) Agenda
 October 2, 2014
 OPSEU Regional Office, 31 Wellesley St. E**

In attendance (*chair of meeting)

For the Union	For the Employer	Guests	Regrets
S. Valcourt C. Blaney E. Strachan R. Lepage J. Marion	M. Tejada H. Francis K. Bentley for G. Chaput S. Pietrangelo J. Hudebine	N/A	L. McAusland*

Agenda

Agenda Item (year-month-agenda#)	Standing Items	Action
97-01-02 Outsourcing/Disclosures	The Employer provided an updated chart to the Union.	Remain on agenda.

Agenda Item (year-month-agenda#)	Standing Items	Action
<p>04-03-01 Road User Safety (RUS) Modernization</p>	<p>The Employer provided an update regarding roll-out of new data management systems for International Registration Plan (IRP) and Oversize/Overweight (O/O). Employer continues piloting Web services for IRP. Employer is planning to pilot Web Services for O/O this fall.</p> <p>MTO is currently in the planning phase for RUS Modernization. The planning phase is expected to be completed by the fall.</p> <p>Infosys Public Services Inc. has been retained as the vendor for RUS Modernization.</p> <p>Carrier Modernization remains a priority and the Ministry will continue to provide updates as they become available.</p>	<p>Remain on agenda.</p>
<p>07-10-02 Employee Engagement Survey</p>	<p>The Employer will be releasing the Ministry level results to all staff on October 6th, 2014.</p> <p>The Employer has committed to providing a copy of the results to the MERC.</p>	<p>Remain on agenda.</p>

Agenda Item (year-month-agenda#)	Standing Items	Action
<p>07-12-01 Provincial Highway Management Update</p>	<p>The Employer provided a general update on winter highway maintenance. The Ministry is implementing measures to improve winter maintenance including the approval of 20 new FTEs to be located in the Regions. The Employer confirmed that 19 of these positions will be in the OPSEU Bargaining Unit. Staffing is currently underway.</p> <p>OPSEU suggested the Employer consider reviewing the process for assigning regional engineering project delivery work outside an employee's region.</p> <p>The Employer will review this suggestion.</p> <p>The Employer will continue to provide updates as they become available.</p>	<p>Remain on agenda.</p>
<p>10-04-05 Results-based Planning</p>	<p>The Ministry is currently awaiting instructions for the upcoming RbP process. The process is expected to be released later this fall.</p>	<p>Remain on agenda.</p>

Agenda Item (year-month-agenda#)	Standing Items	Action
13-04-01 Transition Exit Initiative (TEI)	<p>The Employer provided an update on the number of Ministry TEI applications and approvals.</p> <p>The Employer indicated that it continues to apply its discretion in approving applications in accordance with the Collective Agreement and that TEI applications continue to be received and considered. The Ministry has approved a few applications since the last MERC meeting.</p>	Remain on agenda.
13-04-02 Training and Development	<p>The parties are finalizing the membership for the joint MERC/MAC sub-committee to develop a framework for a critical incident stress management (CISM) program in the Ministry. The parties agree to pilot the initiative with the enforcement community.</p>	Remain on agenda.
13-04-04 Fixed Terms / Seasonals / Students Lists	<p>The Employer will provide a Fixed Term, Seasonals, and Students lists to the Union.</p> <p>The Employer will incorporate responses to the questions previously raised by OPSEU regarding the status of several fixed-term and seasonal positions.</p>	Remain on agenda.

Agenda Item (year-month-agenda#)	Standing Items	Action
13-07-01 LERC List	<p>The Employer provided an updated listing of LERCs in the Ministry.</p> <p>The Union will review the listing and provide feedback by the next meeting.</p>	Remain on agenda.
13-10-01 Medical Review Section	<p>The implementation of the new organization is well underway, training for staff has taken place and staff have moved into the new office.</p> <p>Employee engagement remains a priority for management.</p>	Remain on agenda.
13-12-05 TEO Memorandum of Settlement	<p>OPSEU inquired about the pay administration for TEO1s hired prior to the implementation of the 2013/2014 OPSEU Collective Agreement.</p> <p>The Employer confirmed that those hired prior to the implementation who had their underfill status removed after ratification moved to the new first step in the TEO2 salary grid in accordance with the collective agreement and the pay on assignment policy.</p> <p>The Union proposes the abolition of the TEO1 underfill position and invites the ministry to consider this proposal.</p>	Remain on agenda.

Agenda Item (year-month-agenda#)	Standing Items	Action
13-12-05 Pan/Para Pan Am Games Impact to Staff	The Employer will provide updates as they become available.	Remain on agenda.

Agenda Item (year-month-agenda#)	Business Arising	Action
14-08-14 LERC Referral: Eating Periods/Breaks	<p>OPSEU raised concerns that staff in certain office(s) are being asked to monitor the work phone during their breaks and lunch periods.</p> <p>The Employer has advised that staff at the office in question are paid for their lunch breaks and as such are asked to monitor the radios and phones during this period. This practice has been in place for years.</p>	Remove from agenda
14-08-14 ISS System Access	The Employer confirmed that the CVSA policy stipulates that when a CVSA certified officer fails to maintain a minimum of 32 inspections in a calendar year they are no longer considered CVSA certified. The ISS system automatically prevents the officer from creating and keying inspection reports and results into the carrier database through the ISS system.	Remove from agenda

<p>14-08-14 Driver Improvement Referral</p>	<p>The Employer responded to the Union's workload concerns and clarified that the program included a review process which has been conducted. As a result of this review the Employer has made adjustments to processes including standardizing 30 minutes administrative preparation time and increasing session times to 120 minutes.</p> <p>The parties will continue to monitor this program and follow-up at the next meeting.</p>	<p>Remain on the agenda.</p>
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Agenda Item (year-month-agenda#)	New Items	Action
<p>02-10-14 LERC Referral (Local 270) TEO Scheduling for Statutory Holidays</p>	<p>The LERC has asked for direction regarding how TEOs should be scheduled for statutory holidays.</p> <p>The parties agree that the LERC can address this matter at the local level.</p>	<p>Remove from the agenda</p>
<p>02-10-14 Travel and Meal Expenses</p>	<p>OPSEU requested clarification as to whether there is a Ministry policy on travel and meal expenses.</p> <p>The Employer confirmed there is no Ministry policy on travel and meal expenses, the only policy is the current OPS Travel Meal and Hospitality Expenses Directive of April 2010.</p> <p>OPSEU requested that the Ministry provide management with further direction regarding the application of discretion under the Travel, Meal and Hospitality Expenses Directive.</p> <p>The Employer is committed to following up with management.</p>	<p>Remove from the agenda</p>

<p>02-10-14 Bargaining Unit Work</p>	<p>OPSEU raised concerns that district enforcement management is conducting bargaining unit work.</p> <p>The Employer provided clarification that the circumstance was an OPP matter that was addressed by a CVSA certified OPPA officer and that management did attend the scene as they were in the area.</p>	<p>Remove from the agenda</p>
<p>02-10-14 WIN Approvals</p>	<p>OPSEU raised concerns that attendance has been taking several months to be approved in WIN.</p> <p>The Employer confirmed that all attendance has been approved in the region in question and processes have been put in place for timely approvals in future.</p>	<p>Remove from the agenda.</p>
<p>02-10-14 Eastern Region Shift Schedules</p>	<p>OPSEU raised concerns that in the Eastern region only Guanonoque TIS is able to participate in a 10hr CWW.</p> <p>Employer confirmed that all area enforcement officers have negotiated up to a 9hr CWWs province-wide based on operational feasibility.</p> <p>The parties confirmed that all CWW agreements are negotiated locally.</p>	<p>Remove from the agenda.</p>
<p>02-10-14 Lunch Periods for Court Officers</p>	<p>The Employer is not aware of a requirement for court officers to return to the office for lunch periods.</p> <p>OPSEU will review and provide further details.</p>	<p>Remain on agenda.</p>

<p>02-10-14 LERC Referral Scheduling of TEOs</p>	<p>The Employer confirmed it endeavours not to schedule Enforcement Officers to work alone, but due to circumstances it may occur and there is a working alone policy that applies.</p> <p>The Employer will follow-up with local management.</p>	<p>Remove from agenda</p>
<p>02-10-14 TEO PDPs</p>	<p>OPSEU raised concerns that officers who are absent from the workplace due to illness, training, coach officer, etc are being given a “not met” performance rating for not meeting inspection targets.</p> <p>OPSEU raised concerns regarding staff being denied opportunities as a result of not meeting inspection targets.</p> <p>OPSEU requested that management reconsider the Ministry’s current performance targets.</p> <p>The Employer will follow-up on these concerns.</p>	<p>Remain on agenda</p>

Note: These minutes can be located on the CSD intranet and the OPSEU website.

[Original signed by Serge Valcourt]
 For the Union

October 2, 2014
 Date

[Original signed by Maria Tejada]
 For the Employer

October 2, 2014
 Date