

**MINISTRY OF CHILDREN AND YOUTH SERVICES
MINISTRY EMPLOYEE RELATIONS COMMITTEE
(MERC)**

February 25, 2016

5757 Coopers Ave. Mississauga ON L4Z 1R9
9:30 am- 4:00 pm

<p><u>For Management:</u></p> <p>Kim Gallow (Co-Chair) Mark Mikoluff Jasvinder Mahal Karen Martin Andrea Braithwaite</p>	<p><u>For OPSEU:</u></p> <p>Glenna Caldwell (Co-Chair)* Sandra Harper Peter Harding Iraj Pakzmir</p>
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*Guests: James Culp
Mary Ferreira
Tony Cunningham*

Regrets:

Minutes: Yasmina Vojnic

AGENDA ITEMS	DISCUSSION	ACTION REQUIRED	TIMEFRAME FOR ACTION
<u>STANDING ITEMS:</u>			
Child Welfare	No update		
Children's Mental Health	Work is ongoing.		
Youth Justice	No update.		
Strategic Framework	No update.	Remove from agenda	
Facility Administrators List	List received		

Organizational Renewal Directorate (Division)	Work is ongoing. Updates to be provided	Employer to provide updated Org Chart	
RMYC	No update at this time	Employer to update as available	
<u>Business Arising from Minutes:</u>			
MERC Presentation to POs and YSOs	Parties will review the packages for finalization	Employer to send electronic version of both presentations	Finalize by next MERC
Texting in Probation Offices	Policy is pending final approval	Policy to be shared upon approval	Next MERC
CPIC Retention	The employer advised that CPICs are retained by TBS for 5 years and ESRA's for 11 years. Union requested TBS policy Union requested current status of CPIC retention prior to TBS involvement	Update next MERC.	Next MERC
Backfills in Community CA	The parties will finalize document with consideration to new collective agreement changes	Update next MERC.	Next MERC
Electronic Transmission and Encryption of Confidential Documents	YJ currently does not have a policy on electronic transmission and encryption of confidential documents. Employer to advise if this changes	Remove from Agenda	
TEI	Employer advised that 48 TEIs were approved in 2015. Union is requesting employer approve additional TEIs in 2016	Update next MERC. Move to Standing item	Next MERC.
Provincial Incentives Committee-	Item referred to Health and Safety for further discussion	Remove from	

Representation		Agenda	
Safe Active Accountable Expansion	Union is recommending that safe active accountable expansion be implemented at Cecil Facer Youth Centre and Sprucedale Youth Centre.	Employer to review and advise	Next MERC
Updates:			
Anti-Discrimination Systemic Change -ADSC	New employer co-chair Allyson Collymore Next meeting March 22/23 2016.	Update next MERC	Next MERC
Health & Safety –H&S	All current PPE have been identified. All new PPE will be approved through DHS as a standing agenda item. PO clothing/equipment is currently adequate. Workshop to be held in the fall on Mental Health First Aid.	Update next MERC	Next MERC
Health and Productivity-HPP YJ	New Training dates, April 6/7 2016. Presentation was given to CERC on HPP.	Update next MERC	Next MERC
Training and Development -T & D	Next committee meeting scheduled for March 2, 2016 New Committee members for employer are: Jane Cameron, Mike Wilson, Elaine Ellis, Tanya Kelly and Margaret Story. Union member are: Glenna Caldwell, Peter Harding, Iraj Pakzmir, Brian Ranta and Sandra Harper.	Update next MERC	Next MERC
Coach Officer Training Community (Peer Mentorship per CA)	Program has been designed and developed and will be implemented shortly.	Update next MERC	
Attendance Support Management Project	Union requested quarterly ASMP statistics for MCYS. ASMP training is available on the intranet.	Employer to follow-up	Next MERC
Provincial Staffing Level	Deputy Minister Report has been signed off.	Remove from	

Committee		agenda	
Data for ADSC as per Terms of Reference	Union requested Employer provide the information to the ADSC table.	Employer to follow up.	Next MERC
Workload Analysis Tool (WAT) Presentation	MOA signed.	Remove from agenda	
Self Defence Training	A new committee has been formed for the new COR appendix item, it will be a sub-committee of DHS.	Remove from agenda	
Appendix COR 8	Rollovers as per COR 8 are complete.	Remove from agenda	
New Business:			
Uniform Point System	Employer will draft a proposal.	Update next MERC	
Occupation Stress Injuries	Next meeting April 5, 2016.	Update next MERC	
Mental Health Training Refresher'	Next T&D is March 2, 2016 Mental Health Training will be discussed.	Update next MERC	
E-Learning in Facilities	Employer to confirm implementation at the facilities.	Follow up next MERC	
ADRC TOR Revision	The Union has requested an expansion of the ADRC TOR to include all of MCYS. Pilot at CPRI	Update next MERC	
Suspension of FXT's	Parties concur that the employer will implement the collective agreement accordingly.	Remove from agenda	
PORP Provincial Status Update	Employer provided PORP stats.	Remove from agenda	

COR CTO Update	Awaiting direction from TBS, YJ is developing a protocol on usage.	Update next MERC	
Administrative Compensating Leave	Awaiting direction from TBS.	Update next MERC	
EAP Update	Union asked how many EAP sessions an employee is entitled to annually?	Employer to follow up	
PO Training Curriculum	Refer to T&D. Employer provided Probation Officer Basic Training.	Remove from agenda	
PO Workload Review	Meeting date to be set with MCSCS.	Update next MERC	
A.20.13.2 Tech Change	Parties reviewed the CA Article 20.13.2.	Update next MERC	
NOP COR 8.2.2.	Employer following up.	Update next MERC	
International Adoption Unit, Service Delivery Division	The Union is requesting the current policy and procedures of the unit.	Update next MERC	
Frisk Searching	Union suggesting that all YSOs do frisk searches. Employer to review policy.	Update next MERC	
Provincial Offences Probation Order	The Union expressed concern with the resource tools available for provincial offences probation orders.	Update next MERC	
Student – Youth Probation Assistant	Union expressed concern with the recent posting Youth Probation Assistant including the skills and the 15 year old minimum age.	Employer to follow up	
Annual Mechanical Restraint Training	Parties agree to implement.	Remove from agenda	
FXT Shift Cancellation Protocol	Parties will work on a protocol.	Update next MERC	

Justice Sector Transformation Task Force	Union provided the employer with the MCSCS letter dated February 19, 2016 and inquired if MCYS is part of the transformation.	Employer to report back	
CPRI	Employer indicated that a service review is ongoing. Move to Standing items	Update next MERC	
Probation Services Framework	An engagement process with all Probation Officers will occur in the development with the new Probation Services Framework.	Update next MERC	
Conflict of Interest	Staff are reminded of the Conflict of interest Policy and Regulations. A reminder communication will be sent to the field.	Update next MERC	
2016 Meeting Dates	May 17, 2016 October 6, 2016 December 8, 2016		

M. Caldwell

 OPSEU CHAIR
Feb. 25, 2016

 DATE SIGNED

J. Hallow

 MANAGEMENT CHAIR
Feb. 25, 2016

 DATE SIGNED