

## **MGCS MERC Minutes**

Time: 10:00 a.m. to 3:00 p.m.

Date: December 6, 2016

Location: 777 Bay Street, (College Park) 2nd Floor, Boardroom 237, Toronto

### **Meeting Chair**

Employer

### **Management Members in Attendance**

Louise Larocque (Co-Chair), Denis Blais, Rob Gagne, Diane MacNeill, Erin Sarantis, Joanna Stanko

### **OPSEU Members in Attendance**

Sylvie Valcourt (Co-Chair), Spencer Mitchell, Debbie Ponte, Stacy Grieve, and Blair Pitfield

### **Regrets**

Roxanne Barnes (Union), Tricia Ireland, Andrea Hatzis (Management)

### **Guests and Presenters**

Ben Sopel and Karan Sharifi, Continuous Improvement and Strategic Planning Branch, Supply Chain Ontario, OSS

### **Minutes**

Taken by Joanna Stanko

### **Standing Items**

#### **1. Administrative Items**

The September minutes were approved by the parties.

The Union requested live minutes recorded at each meeting as well as two separate versions of the agenda and the final minutes (accessible and in a table). The Employer responded that in order to post or distribute the minutes, they must be in accessible format.

2017 meetings will be booked every second Wednesday every three (3) months (quarterly). The next MERC meeting is on March 8, and ½ day on March 9, 2017.

**Action:** Employer to book 2017 meetings and send out meeting notices to MERC members.

#### **2. Attendance Support and Management Program (ASMP)**

The Union requested a Branch level breakdown of ASMP numbers and levels to see if there are any problem/high absenteeism areas. The Employer responded that releasing branch level statistics and employee names will raise significant privacy concerns. The Employer will follow up with CEHSW to determine if Divisional statistics can be provided, and when.

**Action:** Employer to respond by December 20, 2016 and provide update on whether Divisional ASMP information is available.

### **3. Reports: Surplus, Vacancy, Seniority Lists, Disclosure Log**

Surplus List: The Employer explained what "continued home ministry means" for one of the employees on the list. It means that the employee has secured a permanent position in his/her home ministry.

The Union sought clarification on the self-recall process for surplussed employees. The Employer previously provided OPSEU with an example of an exit/recall package which provides details about the process and how employees on self-recall can access restricted job competitions during their recall period.

**Action:** Union to reach out to employee on self-recall.

Disclosure Log: The Union inquired if changes in business hours at one of the ServiceOntario locations equate to changes in the employee's working hours.

**Action:** Employer to follow up to clarify details.

The Union inquired about requirement for a 90-day notice period for employees who are impacted by office relocations within 40K.

**Action:** Employer to follow up.

### **4. TEI Statistics**

The Employer provided an update on total cumulative requests and approvals based on MGCS Corporate Report from TBS, as well as a divisional-level breakdown of the number of approvals made in the ministry in 2016.

The Union requested a divisional-level breakdown of the number of requests and approvals made in the Ministry.

**Action:** Employer to provide divisional-level TEI statistics at MERC meetings, and this will be recorded in the minutes.

### **5. Ministry Updates and Announcements**

OSS Blueprint: No update. The Union requested more lead time for sharing information on this project.

ServiceOntario Update: The Employer advised that the talent pool competition for OAD10s in Central Services Division has been completed.

Customer Care Division Update: No further update on retail office closures.

Business Review/Pilots Modernization: No update.

### **6. MERC and LERC Training**

A draft joint communication on the establishment of LERCs was distributed to Ministry Senior Management on October 26, 2016.

**Action:** Union to follow up to ensure local presidents have received the joint communication.

## **7. MGCS Training and Development**

**Action:** Employer to schedule Respectful Workplace Policy and LearnOn presentations at an upcoming MERC meeting.

## **8. Joint Health and Safety Committees (JHSCs)**

**Action:** Union to advise the Employer of any changes to JHSC and HSR list on as needed basis.

## **9. Recruitment and Retention**

The Union inquired about retirement data for the ministry.

**Action:** Employer to arrange Retirement presentation at next MERC meeting.

The Union requested further information about the seasons worked by OPSEU-represented staff across OSS. In particular, the Union raised a concern about a seasonal 42-week recurring position that was recently advertised in EBSD.

The Union requested further clarification on the Ministry's use of seasonal positions and how the seasons are defined.

**Action:** Employer to provide update on seasonal positions by January 24, 2017.

## **10. Queen`s Park Reconstruction Project**

The Employer advised that information regarding the MGCS employees who will be impacted by the reconstruction project will be known during the latter half 2017. The Union will be notified and appropriate disclosures provided where temporary relocations to alternate offices will be occurring. In addition, updates will be provided at the corporate level through the Multi Bargaining Agent meetings.

## **New Items**

### **11. LEAN Six Sigma Presentation**

Ben Sopol, Director, Continuous Improvement and Strategic Planning, Supply Chain Ontario and Karan Sharifi, Project Lead, provided an excellent overview of the LEAN Sigma methodology. The presentation was very informative and generated much interest.

### **12. Hours of Operation**

The Employer confirmed a decision is pending and the Union will be informed about next steps.

### **13. Vacancy Management (Issue Raised by the Union)**

The Union inquired about vacancies moved from GTA to other regions.

**Action:** Union to follow up on specifics and let the Employer know to be able to respond.

### **14. Health Protection Program (Issue Raised by the Union)**

**Action:** Union and Employer to arrange a one-hour presentation at the next MERC meeting.

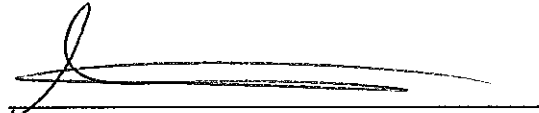
## 15. Future MERC Guests

The Employer and the Union explored the idea of inviting observers/guests to subsequent MERC meetings.

**Action:** Both parties to consider details (protocol for in-camera items, reach-out to LERC representatives) and discuss at a future meeting.

## Approvals

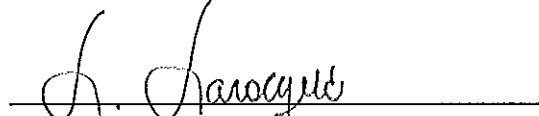
Union Co-Chair:



Sylvie Valcourt

Date: *March 8, 2017*

Management Co-Chair:



Louise Larocque

Date:

*2017.03.08*