

## **MGCS MERC Minutes**

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

Date: March 8, 2017

Location: OPSEU Regional Office, 31 Wellesley Street East

### **Meeting Chair**

Union

### **Management Members in Attendance**

Louise Larocque (Co-Chair), Diane MacNeill, Kevin Wilson (for Erin Sarantis), Andrea Hatzis

### **OPSEU Members in Attendance**

Sylvie Valcourt (Co-Chair), Spencer Mitchell, Debbie Ponte, Stacy Grieve, and Roxanne Barnes

### **Regrets**

Rob Gagne, Tricia Ireland, Denis Blais

### **Guests and Presenters**

Nella Puntillo, OSS, Joel Rothberg, SHRB, Dilshad Ghadially, SHRB

### **Minutes**

Taken by Andrea Hatzis

### **Standing Items**

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

Draft Terms of Reference will be shared with MERC members by April 2017. The parties agreed to connect via conference call two weeks prior to MERC meetings to set the agenda and review outstanding items. This will be included in the draft Terms of Reference.

**Action: Employer to share draft Terms of Reference with OPSEU for review and input.**

The parties will strive towards developing live minutes, in keeping with the practice at other ministries and at CERC.

**Action: Live minutes to be established effective the next MERC meeting, subject to agreement by the management side.**

The parties are committed to fully accessible minutes. The agenda will continue to be in table format and a notes column will be included.

**Action: Employer to reformat the agenda as agreed.**

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

The parties discussed the number of employees in levels three and four of the program. OPSEU expressed concerns about the ASMP threshold being at seven days and that it should instead reflect the OPS-wide average. OPSEU also expressed concerns about

the inconsistent application and understanding about the program. Employees will continue to be reminded to take on-line ASMP training through LearnOn as part of onboarding and orientation, and especially following Level meetings.

**Action: No action.**

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

The parties discussed the corporate and ministry-level disclosure processes. The ministry is working towards streamlining the process in which applicable corporate disclosures can be shared with the MERC Co-Chair in a timely fashion.

**Action: Employer to continue to streamline the disclosure process.**

### **4. TEI Statistics**

2016 Breakdown of TEI Applications:

- CSOD – 1 request
- OSS EBSD – 1 request
- OSS EFSSD – 5 requests
- OSS Supply Chain Ontario – 1 request
- ServiceOntario CSD – 1 request
- ServiceOntario CCD – 12 requests
- 8 withdrawals in 2016
- 3 approvals in EBSD
- 3 new applications in ServiceOntario CCD

**Action: Employer to provide update at next MERC.**

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

OSS Blueprint: No update. An overview and presentation was provided to CERC in February.

ServiceOntario CCD Update: The Employer confirmed that the nine retail offices previously scheduled for closure will remain open.

**Action: No action.**

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

The parties are awaiting Level 2 ERC training dates.

**Action: No action.**

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

A LearnOn presentation by CFLL is confirmed for the June 2017 meeting.

LEaP Program – no updates at this time. It is still in pilot mode.

HPP Presentation – has been deferred. Updates are being provided at the corporate Multi Bargaining Agent Meetings.

**Action: No action.**

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

The Employer requested the names of Health and Safety Representatives in certain identified Retail Offices in ServiceOntario.

**Action: Union to follow up.**

**9. Recruitment and Retention**

The Employer gave a presentation on seasonal employees in the Forms, Print and Distribution Services Branch.

**Action: Employer to follow up on questions raised by OPSEU.**

The Employer provided an overview of the MGCS Retirement Surge as it pertains to OPSEU-represented employees.

**Action: No action.**

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

The Employer provided an update. MGCS is currently working with Facilities and Infrastructure Ontario to identify MGCS employees at the Queen`s Park Complex. The Union will be informed as move dates and locations are identified with MGCS.

**Action: Employer to provide the Union with the number of OPSEU-represented employees impacted in MGCS.**

**New Items**

**11. ServiceOntario Hours of Operation**

The Employer confirmed that the hours of operation in the Atikokan and Ignace Retail Offices will not change.

**Action: To be removed from the agenda.**

**12. Vacancy Management**

The parties agreed to remove this item from the agenda.

**Action: To be removed from the agenda.**

**13. Health and Productivity Program**

The presentation will be rescheduled for a later date either in person or via Webex.

**Action: Presentation to be rescheduled.**

**14. Future MERC Guests**

The parties agreed to include a provision for MERC Guests in the Terms of Reference.

**Action: Parties to include a provision for MERC Guests in the Terms of Reference.**

**15. Security Checks in the Financial Processing Operations Branch, EFSSD**

The parties discussed the requirement for a general security check in this branch.

**Action: Employer to follow up with the program area for additional background information on this requirement.**

**16. 3215 Erindale Station Road**

The Employer provided an update on the status of the move date.

**Action: Employer to follow up with the program area.**

**17. Digital Government**

The Union requested information on how the Digital Government mandate is going to impact its members within MGCS.

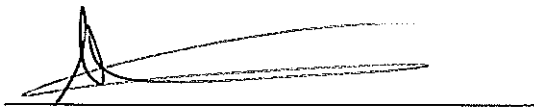
**Action: Employer to keep the Union apprised on digital initiatives in MGCS.**

**18. Attendance at MGCS Conferences**

**Action: The parties agreed that if there are MGCS Ministry events that a Union MERC representative is interested in attending, the Union shall notify the Employer.**

**Approvals**

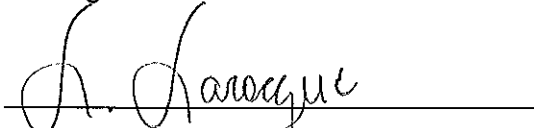
Union Co-Chair:



Sylvie Valcourt

Dated March 8, 2017

Management Co-Chair:



Louise Larocque

Dated March 8, 2017