

**Ministry of the Environment and Climate Change
Ministry Employee Relations Committee (MERC)
Ministry Health and Safety Committee (OPSEU)**

Monday, May 28, 2018

1:00 – 4:00 p.m.

6th Floor Executive Boardroom, 40 St. Clair Avenue West, Toronto ON

Teleconference: 416-212-8013 or 1-866-633-1033 PC 3227427#

In Attendance

For the Union	For the Employer	Guests	Regrets
Janis Pechinger (Co-Chair) Shawn Burr Julius Arscott Tim Elphick (Advisor)	Jacques LeGris (Co-Chair)* Lee Orphan Cammy Mack (teleconference) Lynn Ross (for Teresa Polito) Martha Baldwin (Advisor) Madiha Syed (Support)	Brian Cowan (MTO) Richard Raeburn-Gibson Don Earl Shannon Seko Randy Thompson	Teresa Polito Sandra Harper Chris Johnston

Date Tabled	Standing Items	Referred to	Action
May 28, 2018	1. Review Previous Minutes MERC minutes for January 18, 2018 have been posted to the intranet. The parties agreed to continue with co-chair rotation of the facilitation of the meetings.		

Date Tabled	Standing Items	Referred to	Action
	<p>The parties agreed that the Strategic Business Unit will be continuing to formulate the agenda for the meetings. The final agenda will be approved by the co-chairs in advance of the meeting.</p>		
<p>May 28, 2018</p>	<p>2.1 Fixed Term Usage Report</p> <p>Management previously provided the Quarterly Fixed Term Usage Report as of March 31, 2018.</p> <p>Union requested that Management share the report with the entire Union team.</p> <p>Management agreed to share the report with the entire Union team.</p>		
<p>May 28, 2018</p>	<p>2.2 ASMP Report</p> <p>Management advised that there are no MOECC employees on the Attendance Support Management Program. All employees are under the Employee Attendance Support Program.</p>		<p>The parties agreed to remove this standing item from the agenda.</p>
<p>May 28, 2018</p>	<p>2.3 Training</p> <p>Management advised that a discussion was held on April 3rd, 2018 with a member of the MERC team to discuss further development of training in the Drinking Water and Environmental Compliance Division. There is a training needs</p>	<p>Management</p>	<p>Management to provide a quarterly update on this agenda item.</p>

Date Tabled	Standing Items	Referred to	Action
	<p>assessment survey forthcoming and a training calendar.</p> <p>Union has requested to continue to be involved in the collaboration of the survey.</p>	Union	The Union will advise Management as to who the contact person on the survey will be.
May 28, 2018	<p>2.4 Status Update on HWIN</p> <p>Management advised that there is no update at this time.</p>		Item deferred
May 28, 2018	<p>2.5 Employee Engagement</p>		Item deferred
May 28, 2018	<p>2.6 135 St. Clair Building</p>		Item deferred

Date Tabled	Standing Items	Referred to	Action
May 28, 2018	2.7 Lab Relocation		Item deferred
May 28, 2018	<p>2.8 POSI Pilot</p> <p>-Update on EO4 Job Description</p> <p>-Pilot Interview Process</p>		Item deferred
May 28, 2018	<p>2.9 Standard Operating Procedures for Undesignated Staff</p> <p>The Director, Compliance Planning and SAC, the Assistant Director, Environmental Enforcement and Compliance Office and the Manager of Divisional Compliance and Program Services Support provided an update on The Draft Provincial Officer Designation Policy. A copy was provided to the parties.</p> <p>Management advised that the responsibility of Provincial Officer Designation was transferred to the Compliance Planning and SAC Branch from Investigations Enforcement Branch.</p> <p>The precautions for non-designated MOECC employees is included in section 6 of the policy.</p>		The parties to provide further comments to Management on the Draft Provincial Officer Designation Policy by June 1 st .

Date Tabled	New Business	Referred to	Action
	<p>Union raised concerns about the Elevated Response Assessment Tool and the Elevated Emails (specifically Appendix A: Environmental Response Assessment Tool) and the processes in place for ERP callouts and notification procedures of incident reports to district and area offices.</p> <p>Union raised questions about how the tool was developed and if there is an opportunity for further comment.</p> <p>Management advised that Districts have been asked to provide comments and concerns with the tool as necessary.</p> <p>Union raised concerns about the tool not capturing environmental effects appropriately.</p> <p>Union requested further information on who was consulted prior to implementation of the tool.</p>	<p>Union</p> <p>Management</p>	<p>enhance the process and the assessment tool. Management committed to an open, inclusive and frank discussion with the Union in this regard.</p> <p>Union to provide further background information and advise when the meeting can take place.</p> <p>Management to provide list of who was consulted in development of the tool.</p>
May 28, 2018	3.3 Emergency Management – Role of Chief Warden/Evacuation Coordinator	Management	Management to coordinate a multi-bargaining agent information session on Health and Safety.
May 28, 2018	3.4 5/20 Temporary Assignment Tracking		

Date Tabled	New Business	Referred to	Action
May 28, 2018	3.5 Program Services Units in Regional Offices		Item deferred
May 28, 2018	3.6 Electronic Processing of Information of Approvals (e-CAS)		Item deferred
May 28, 2018	3.7 IEB Referrals		Item deferred
May 28, 2018	3.8 Short Form Wording		Item deferred

Date Tabled	Health and Safety	Referred to	Action
May 28, 2018	4.1 Tracking of Health and Safety Issues		Item deferred

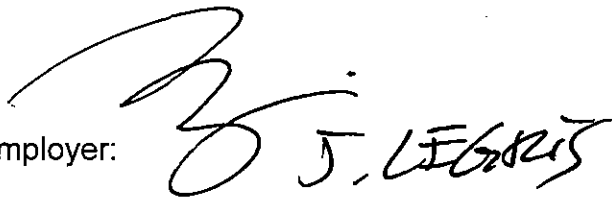
Date Tabled	Sign-Off of Live Minutes	Referred to	Action
May 28, 2018	<p>5. Sign-off of Live Minutes</p> <p>The Union was unsatisfied that all matters were unable to be discussed today.</p> <p>The parties have committed to further discussions on time management of the meetings.</p>		The remainder of the items will be postponed due to time constraints.

For the Union:



Date: May 28, 2018

For the Employer:



Date: May 28, 2018