

MINISTRY of AGRICULTURE, FOOD and RURAL AFFAIRS

MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)

September 26, 2018

Boardroom 207, 1 Stone Road, Guelph

For Management:	For OPSEU:
Alan Hogan (Co-chair) Ramneet Aujla Doug Reddick (regrets)	Melanie Begin (Co-chair for the Meeting) Marcus Rangai Heidi Steffen-Petrie

Management Resources	OPSEU Resource
Jared Friesen Bev Rawn	Rodger Noakes, OPSEU

AGENDA	STANDING ITEMS	ACTION REQUIRED
Welcome and Introductions	Melanie Begin opened the meeting at 9:30 a.m. Welcome to Rodger Noakes, OPSEU representative	
Additional Agenda Items / Changes to the Agenda	•	
Ad Hoc Meetings	A list of ad hoc meetings was distributed – see attached as the last page of this document.	
Surplus List	Management reported that there are no employees on the surplus list.	

AGENDA	STANDING ITEMS	ACTION REQUIRED
Temp Agency Staff	Management reported that they are not aware of any temp agency staff currently working in the ministry as of September 26, 2018.	
Fixed Term Staff Reports	<p>Management provided fixed term staff reports in advance of the meeting dated August 31, 2018.</p> <p>The union inquired about backfilling a LTIP vacancy and whether an employee had competed for the fixed term position they are occupying.</p> <p>The union inquired about obtaining fixed term reports on an ad hoc basis. Management replied that ad hoc reports may be provided on a case by case basis with context for the request.</p>	
Conversion Report	Management reported that one employee is expected to be converted to full time Regular status upon reaching the 18 month threshold. This is related to the competition inquiry.	Management agreed to provide a competition number.
Diversity and Inclusion	<p>Management reported on:</p> <ul style="list-style-type: none"> • Kelly McAslan continues to chair the Diversity Working Group • An Inclusion Café held September 14, 2018 <ul style="list-style-type: none"> ○ OMAFRA Co-lead with MNRF and several partner ministries ○ Over 1200 participants including the Secretary of Cabinet and OMAFRA Deputy Minister ○ Recorded to be available for viewing – format to be determined. 	
Disclosures	Management reported that there were no disclosures since the last meeting	
Health And Safety Update	<p>Management reported that a replacement Health and Safety representative is required in the Vineland Office.</p> <p>Management is reviewing staff numbers and locations for Health and Safety Representatives across all ministry locations.</p> <p>The union inquired about the status of health and safety reporting.</p>	Management agreed to follow up on providing H&S reports.

AGENDA	FOLLOW UP	ACTION REQUIRED
Field Sample Testing	<ul style="list-style-type: none"> • Management reported on a three-tiered training approach. • Tier 1 of on-line courses is underway with 85% of AMG/FST staff have commenced working on, or have completed their Tier 1 training. • Business Service Branch (BSB) staff have been providing support to staff for issues with the training (i.e. computer issues with respect to logins and certificates of completion). • BSB has been providing managers of AMG/FST staff with monthly update on progress. • BSB is working on Tier 2 training with provincial and federal partners in order to ensure consistency in training <p>The union inquired about availability of accessible versions of the online training.</p>	Management agreed to follow up on the accessibility of the Tier I training.
Meat Inspection Travel Time	Management reported that further discussions are planned for October 3 & 4.	
Physical Demands Analyses - Abattoirs	<p>Management reported that the meat inspection program continues to work with a third party vendor to develop species specific PDAs for abattoirs.</p> <p>Management suggested that the item should be addressed at MIERC.</p> <p>The union commented on a lack of progress on completing the PDAs. The item was addressed at MIERC with a report from the meat inspection program.</p>	Management to contact the meat inspection program for an update at the next MERC.
Threat Risk Assessments and Workplace Violence Risk Assessments	Management reported on a process to flag individual meat plant WVRAs in the Meat inspection program.	To be removed from the next MERC agenda.
Appendix 15	<p>Management reported on the ad hoc meeting and a follow up meeting with meat inspection management.</p> <p>Management reported on a follow up item from last meeting on Client Service Representatives in Regional offices. Management confirmed that none of the on-call CSR staff worked full time hours. On-call CSR staff cover vacation and</p>	Follow up ad hoc meeting to be arranged.

AGENDA	FOLLOW UP	ACTION REQUIRED
	sick leave occasions. Eleven staff had worked a total equivalent of approximately 1.5 FTEs.	

AGENDA	NEW BUSINESS	ACTION REQUIRED
	There were no New Business Items	
Next Meeting Dates	December 5, 2018 Meetings to be arranged for 9:30 a.m. Locations to be determined	

McLaurie Begin
For the Union

Sept. 26 2018
Date


For Management

September 26, 2018
Date

**Ad Hoc Meetings – OMAFRA MERC
June 6, 2018 – September 26, 2018**

Date	Participants	Discussion / Information Provided
September 5, 2018	Melanie Begin Heidi Stephen-Petrie Bev Rawn	Agenda discussion for September MERC and review of June minutes.
September 19, 2018	Melanie Begin Marcus Rangai Alan Hogan Leah Beirnes Bev Rawn	Follow up discussion re Fixed term staff in Meat Inspection