

# **Ministry of Energy, Northern Development and Mines Ministry Employee Relations Committee (MERC) Meeting Minutes**

Date: March 25, 2020

Location: Teleconference and Webex

## **For OPSEU:**

- Robert Sjonnesen – Co-Chair and Member (NDD)
- Siobhan O’Leary – Member (NDD)
- Greg Paju – Member (MMD)
- Cisca McInnis – Member (Energy)
- Linda Bouchard-Berzel – Alternate (NDD)
- Julian Rickards – Alternate (MMD)
- Roxanne Barnes – Staff Resource

## **For the Employer:**

- Caroline Savarie – Co-Chair and Member
- John Guerard – Member
- Steve Beneteau - Member
- José Yee – Member
- Melanie Muncaster – Alternate
- Justin O’Gorman – Staff Resource
- Pauline Ross – Staff Resource

## **Recorder:**

- Carrie Anderson

Management chaired the meeting which came to order at 9:07 AM.

## **Adoption of Agenda**

This meeting only addressed Ministry Planning for Coronavirus (COVID-19). All other agenda items have been deferred to the next meeting.

## **Business Arising**

### a. Inclément Weather Process

Deferred until the next meeting.

## **Internal Responsibility System – Rural Areas**

Deferred until the next meeting.

## **Ministry Planning for Coronavirus (COVID-19)**

Management discussed the memo sent by the Secretary of the Cabinet on March 24 2020 regarding critical service work. Management is currently working with Senior Management to determine what staff will be performing critical service work within ENDM worksites.

The Union expressed they are pleased with how ENDM is handling this situation.

ENDM only has 2 time critical services (less than 1 week) listed within the Continuity of Operations Plan (COOP). There are other critical services, identified within the NDM Recovery Plan, with recovery strategies within 1 month.

The Union raised concern that not all staff have VPN access. Management has confirmed they are working on getting this resolved. A bulk order has been placed to equip staff. Staff are being encouraged to utilise Office365 as best they can. Work is being done to ensure staff no longer need to come in and out of the office to access files and information.

The Union raised concern with fixed-term employees contracts coming due during this time. The Union would support short term extensions if needed to retain contract staff, with the expectation that a competition, per the collective agreement, is run when this situation is over. ENDM's staffing approval process will continue and managers are assessing their staffing needs on a case by case basis through the current COVID-19 situation.

Action Required:

Management to share the Energy COOP and the NDM Recovery Strategy Plan with OPSEU ENDM MERC members and OPSEU Resource Staff.

## **Standing Items:**

All standing items deferred to the next meeting.

Fixed-Term Reports

Inclusion Update

TEI Current Status

2020-21 Multi-Year Plan (MYP)

## **Other Business:**

No other business

## **Next Meeting:**

Next meeting is June 24th, 2020.

### **For OPSEU:**

Electronic Approval Received

Robert Sjonnesen, Co-chair, OPSEU March 25, 2020

### **For the Employer:**

A handwritten signature in black ink, appearing to read "Caroline Savarie". The signature is fluid and cursive, with the first name being more prominent.

Caroline Savarie, Co-chair, Management March 25, 2020