

MINISTRY of AGRICULTURE, FOOD and RURAL AFFAIRS

MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)

September 29, 2020

Teleconference 1-866-633-1033 / 416-212-8013

For Management:	For OPSEU:
Alaina Oda (Co-chair) Doug Reddick Colleen Fitzgerald-Hubble	Melanie Begin (Co-chair) Marcus Rangai Daira Miranda

Management Resources	OPSEU Resource
Jared Friesen Kristin McCrimmon-Jones Pam Martell Sarah Williams	Kathleen Demareski, OPSEU

AGENDA	STANDING ITEMS	ACTION REQUIRED
Welcome and Introductions	Melanie opened the meeting at 9:32 am Welcome Daira who is stepping in while Heidi is on temporary assignment.	
Additional Agenda Items / Changes to the Agenda	<ul style="list-style-type: none"> • Job Posting – Food Safety Inspectors 	
Ad Hoc Meetings	A list of ad hoc meetings was distributed prior to the meeting.	
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 29, 2020.	
Fixed Term Staff Reports	<p>Management provided fixed term staff reports in advance of the meeting dated August 31, 2020.</p> <ul style="list-style-type: none"> • Discussion about two (2) co-op students 	Management to report back on co-op positions
Conversion Report	<ul style="list-style-type: none"> • Management reported on three employees 	
Diversity and Inclusion	<p>Management reported on:</p> <p>OMAFRA Anti-Racism</p> <ul style="list-style-type: none"> • Memos were sent by Deputy Minister committing to supporting and encouraging anti-racism dialogue across the ministry • D&I Toolkit is available to support management with key messages and learning resources <p>Indigenous Cultural Competency Training (ICCT)</p> <ul style="list-style-type: none"> • All OPS employees must complete this training. OMAFRA has not included seasonal, co-op or summer students. • 70% of OMAFRA staff have completed the training with a 94% completion/pass rate • New intake to start the week of October 5th <p>Diversity and Inclusion Working Group (DIWG)</p> <ul style="list-style-type: none"> • Hosted two ministry inclusions updates with over 100 participants • 5 new staff members have joined the working group • Calendar Event: <ul style="list-style-type: none"> ○ Emancipation Day event held on August 11th (113 participants) ○ Orange Shirt Day – September 30th ○ National Coming Out Day – October 12th ○ Hispanic Heritage Month – October 24th 	

AGENDA	STANDING ITEMS	ACTION REQUIRED
	<p>Diversity Career Champions Program (DCCP)</p> <ul style="list-style-type: none"> • Program shifted in Spring (19/20) to virtual activities • Next DCCP start date will be announced soon <p>OMAFRA Inclusion Targets</p> <ul style="list-style-type: none"> • Corporate goal to diversify OPS senior leadership • OMAFRA has posted our Diversity and Inclusion Scorecard on InsideOPS 	<p>Management to provide OPSEU with InsideOPS link for OMAFRA's Inclusion Strategy</p>
Disclosures	<p>Management distributed a list of disclosures/information shares to OPSEU prior to the meeting.</p>	
Transition Exit Initiative	<ul style="list-style-type: none"> • 6 active TEI applications on file • Last ministry review occurred March 2020 • Discussion about the corporate TEI reporting 	
Health and Safety Update	<p>Health & Safety Representatives in Regional Offices</p> <ul style="list-style-type: none"> • Kemptville, London, Ridgetown, Vineland and Woodstock currently without a HSR • OPSEU has requested volunteers for each office • Vineland HSR will be resolved by end of November when the previous HSR returns from a temporary assignment • Discussion about the number of staff located at London office and whether it meets the requirements for a HSR • Management can reach out to other bargaining agents with members at these locations to request volunteers <p>Alternative Emergency Locations – 1 Stone Rd.</p> <ul style="list-style-type: none"> • Ministry is revisiting its alternative emergency plans in relation to the GROW initiative (e.g. sign-in/sign-out procedures, social distancing) 	<p>Management to confirm number of staff located at London Office</p> <p>Management to confirm timelines</p>

AGENDA	FOLLOW UP	ACTION REQUIRED
<p>2019 OPS Employee Experience Survey</p>	<ul style="list-style-type: none"> • Ministry leaders are sharing branch results with staff • Divisions are reviewing common themes across the division and have started implementing new strategies (e.g. regular monthly division calls) • Ministry level reviews occurring as well • OMAFRA's DIWG analyzed survey results from the diversity related questions to provide diversity and inclusion insights, an overview of successes and areas that need improvement • Survey results highlighted a concern with fair hiring practices. To increase transparency, OMAFRA has posted staffing action data to InsideOPS to share methods used to staff positions and promote employees. 	
<p>Gradual Re-Opening of OPS Workplaces (GROW)</p>	<ul style="list-style-type: none"> • All ministry call led by the Deputy held on September 21, 2020 attended by approx. 400 ministry staff • OMAFRA was planning for three groups of staff to return to the workplace, originally scheduled for September 28, November 2 and December 7 • Ministries received direction yesterday to delay implementation. OMAFRA will revisit our timelines. Employees will receive two weeks advance notice before they will return to the workplace. • Health & Safety protocols within OMAFRA offices (e.g. cleaning, signage) have been implemented • Management will reach out to staff who were scheduled to return to the office in September, to discuss their situation and determine if they still need to return or not • Any job required PPE will be provided by the ministry. Face coverings will not be provided by the ministry. Exemptions for wearing face coverings should be discussed with management on a case by case basis • Discussion about workplace accommodations and use of managerial discretion • Developed a Returning to the Workplace Guidebook for 1 Stone Rd and Regional Offices: <ul style="list-style-type: none"> ○ Resource Guide for Staff at 1 Stone Road, Guelph [PDF] 	<p>Management to share resources with OPSEU</p> <p>Management will schedule monthly update meetings</p>

	<ul style="list-style-type: none"> ○ Resource Guide for Staff, Regional Offices [PDF] ● Created two Informational Videos to demonstrate what staff can expect when they return to an OMAFRA office: <ul style="list-style-type: none"> ○ Video: Returning to the Workplace Part 1 ○ Video: Returning to the Workplace Part 2 ● GROW Q&As for OMAFRA Employees have been posted on the InsideOPS GROW page and will be updated with responses from questions that were raised at All-Ministry call ● Hosted two (2) calls for staff who were to start returning to the office in September 	
OPS Future State Modernization	<ul style="list-style-type: none"> ● OMAFRA does not have any additional information on this initiative ● Conversations are occurring at central tables (CERC and MBA) ● As more information becomes available, it may be brought back to MERC ● OPSEU has requested that the Employer continue to consider TEIs where feasible 	
AGENDA	NEW BUSINESS	ACTION REQUIRED
Job Posting – Food Safety Inspector	<ul style="list-style-type: none"> ● OPSEU asked about two permanent competitions, one that was posted internal and one that was posted external ● OPSEU has requested that the Employer consider hiring the positions with internal candidates first, before considering external candidates 	
Next Meeting Date	December 16, 2020	

Mélanie Bégin

For the Union

Alain Robitaille

For Management

September 29, 2020

Date