

MINISTRY of AGRICULTURE, FOOD and RURAL AFFAIRS

MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)

September 23, 2019

Boardroom 207, 1 Stone Road, Guelph

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

For Management:	For OPSEU:
Alaina Oda (Co-chair) Doug Reddick Annette Anderson	Melanie Begin (Co-chair for the meeting) Heidi Steffen-Petrie Marcus Rangai (via teleconference)

Management Resources	OPSEU Resource
Jared Friesen (via teleconference) Bev Rawn	Kathleen Demareski, OPSEU (regrets)

AGENDA	STANDING ITEMS	ACTION REQUIRED
Welcome and Introductions	Melanie Begin opened the meeting at 1:00 p.m.	
Additional Agenda Items / Changes to the Agenda	<ul style="list-style-type: none"> No additional items 	
Ad Hoc Meetings	<p>A list of ad hoc meetings was distributed prior to the meeting.</p> <ul style="list-style-type: none"> OPSEU commented on the Information Share regarding Sargent Farms to identify potential future impacts on inspection staff 	Add Sargent Farms update for the next agenda
Surplus List	Management reported that there are no employees on the surplus list.	

ACTION REQUIRED	STANDING ITEMS	AGENDA
	<p>Management reported that they are not aware of any temp agency staff currently working in the ministry as of September 23, 2019.</p>	<p>Temp Agency Staff</p>
	<p>Management provided fixed term staff reports in advance of the meeting dated August 30, 2019.</p> <ul style="list-style-type: none"> • OPSEU inquired about two employees on the Full Time List • Management reported that one employee's contract is being extended and is to be converted • Management reported on one employee whose initial contract was to backfill a leave of absence 	<p>Fixed Term Staff Reports</p>
	<p>Management reported on</p> <p>September 11 memo from the Secretary of Cabinet to all staff regarding support for diversity and inclusion</p> <p>Indigenous Cultural Competency Training (ICCT) on line</p> <ul style="list-style-type: none"> • 70 OMAFRA staff registered to complete the training in Q2 • OPSEU commented on the value of the ICCT training and encouraging management to provide sufficient time to focus on the training particularly for staff using desk top computers • Management commented that the training in mandated across the OPS Diversity and Inclusion Working Group (DIWG) • First meeting with refreshed membership took place June 10. The group now has 17 members (7 new and 10 existing – since Sept. 2017 refresh); Upcoming resources: • D&I Ambassadors Toolkit - to support D&I discussions at the branch and unit level • Performance Measurement Framework – to provide overview of OMAFRA D&I work and linkages to OPS work <p>June 27 - Multi-Ministry Inclusion Cafe: Conversations on Truth and Reconciliation</p>	<p>Diversity and Inclusion</p>

AGENDA	STANDING ITEMS	ACTION REQUIRED
	<ul style="list-style-type: none"> ○ Session hosted in Toronto, with satellite hub location at 1 Stone Rd. (MEOC and training rooms on Floor 4) <p>August 19 – “My Place is Right Here” performance in Guelph</p> <ul style="list-style-type: none"> ○ Positive feedback on the performance 	
Disclosures	<p>August 30 – Local disclosure regarding a change in reporting relationship for eighteen (18) OPSEU represented positions affecting thirty-nine (39) employees in the Economic Development Division and Communications Branch</p> <ul style="list-style-type: none"> • OPSEU inquired about assessing the physical impact of moving staff • Management commented that there will be limited physical moves in the short term. Many staff are regional and would not move. 	<p>Management to update on physical moves at the next meeting.</p>
Health and Safety Update	<p>OPSEU inquired about the status of an employee affected by a workplace illness.</p> <p>Management reported on the hazard identification training in the Meat Inspection program provided to managers.</p> <ul style="list-style-type: none"> ○ OPSEU inquired about the health and safety qualifications of the staff on the Meat Inspection Health and Safety Working Group. <p>Management reported on follow up with Business Services Branch on the proposed process for identifying alternate locations by individual branches. The alternate locations are being assessed by Business Services Branch.</p>	<p>Management to report back on the workplace illness status.</p> <p>Management agreed to arrange for a presentation by the MIP H&S Working Group at the next meeting</p> <p>Management to provide a progress report</p>

AGENDA	FOLLOW UP	ACTION REQUIRED
Fixed Term Students	<p>OPSEU inquired about work assigned to co-op students</p>	<p>OPSEU to provide location and job codes for further investigation</p>
Physical Demands Analyses (PDA) - Abattoirs	<p>OPSEU had requested PDA reports from the meat inspection program</p>	<p>Management to follow up and provide reports.</p>

AGENDA	FOLLOW UP	<p>OPSEU inquired about work assigned to co-op students</p> <p>OPSEU to provide location and job codes for further investigation</p> <p>Management provided a status update on the return of staff to the Verner Regional office. Anticipated return is January, 2020.</p> <p>OPSEU provided a hard copy of suggested edits.</p> <p>Follow up at next meeting</p> <p>Management to have further discussions with HR partners and provide an update at the next meeting.</p> <p>TEI</p> <p>Management provided an update on the number of active voluntary exit applications. The ministry will be reviewing applications in early October.</p> <p>Management reported that there have been a few decisions on type of phone assigned reversed. Business Services Branch is in the process of gathering physical phones to send back to surplus.</p> <p>OPSEU inquired about the zero-out option. Management commented on updated common service standards for messages and the option to leave alternate contacts.</p>	Fixed Term Students	AGENDA
			Verner Regional Office	
			MERC Terms of Reference	
			Interview Practices at OMAFRA	
			One-Phone Initiative	

AGENDA	NEW BUSINESS	<p>OPSEU inquired about the impact of the initiative on staff.</p> <p>Management commented on information provided to the Agriculture Information Contact Centre (AICC) as to the types of intake calls that could be expected.</p>	Responsive Feedback Initiative	
ACTION REQUIRED		<p>Management to investigate and follow up on the initiative.</p>		

AGENDA	NEW BUSINESS	ACTION REQUIRED
Protecting a Sustainable Public Sector for Future Generations Act	Management reported that legislation has been tabled for consultation.	
WIN ID and I&IT	Management reported on the use of WIN ID with the I&IT Service Desk. The WIN ID is used as an identifier for service staff. Management was advised of a privacy assessment that determined that I&IT Service Desk staff do not have access to personnel files and information.	
MTO Fleet Closing Operations	OPSEU inquired about the impact on OMAFRA staff. Management reported that the change will have operational impacts but no staff impacts.	
Follow Me Printing	OPSEU inquired about data tracking and use. Management commented on printing security and greater accessibility to printers	Management to follow up on intent, data use and whether data will be used to determine numbers of printers
Next Meeting Dates	December 17, 2019	

Melanie Bign...
For the Union

Sept 23, 2019.
Date

Alaina...
For Management

Sept 23, 2019.
Date

