

**Ministry of Health and Ministry of Long-Term Care  
MERC Meeting Minutes  
October 22, 2020**

**Attendees**

| <b>Union</b>   | <b>Management</b>  |
|--|--|
| F. Wendling (Co-Chair)<br>A. Usher<br>M. Whyte<br>H. Preston<br>G. Caldwell (Negotiator) | C Lethbridge (Co-Chair)<br>J. Farrell<br>S. Mooney<br>W. Lewis<br>C. Pettis<br>K. Kang |
| <b>Recorder</b>  | D. Saxena  |
| <b>Guest</b>   |  |
| <b>Regrets</b>   | S. Colameco<br>H. Dargavel   |

| Agenda Items                             | Date Tabled | Discussion  | Action Required |
|--|-------------|---|-----------------|
| <b>Standing Items</b>                    |             |   |                 |
| 1. Review of June 25, 2020 Minutes       |             | <ul style="list-style-type: none"> <li>• Parties agreed to April 16 and June 25<sup>th</sup> minutes.</li> <li>• Parties discussed using Microsoft teams for next MERC meeting.</li> </ul>  |                 |
| 2. Review of Agenda                      |             | <ul style="list-style-type: none"> <li>• Both Management and OPSEU agreed to the Oct 22, 2020 agenda. OPSEU requested to include a news article related to Long Term Care Homes.</li> </ul> |                 |
| 3. Position Descriptions and New Job Ads |             | <ul style="list-style-type: none"> <li>• There are 3 new position descriptions and job descriptions for the period of May 1, 2020 to August 31, 2020</li> </ul>                             |                 |

| Agenda Items                             | Date Tabled | Discussion  | Action Required  |
|--|-------------|---|--|
| 4. Disclosure Updates                    |             | <ul style="list-style-type: none"> <li>• Parties discussed disclosures till end of August 31, 2020.</li> <li>• OPSEU requested clarification that the Corporate information share - Request for Temporary Support to Assist with Follow-up of COVID-19 Case Contacts and Other Needs is for all Bargaining Agents</li> <li>• Management confirmed it was a request for all OPS Bargaining Agents.</li> <li>• OPSEU requested information on the recent announcement made at Queen's Park regarding the 600 staff hired for contact tracing and case management and if they are full time or part-time.</li> </ul> | Management to request information and provide update on the staff hired for contact tracing. |
| 5. Quarterly Fixed-Term Employee Listing |             | <ul style="list-style-type: none"> <li>• Parties discussed the list and will discuss issues raised offline.</li> <li>• Parties continue to address conversion issues.</li> </ul>  |  |
| 6. Third Party Organizations/ Agencies   |             | <ul style="list-style-type: none"> <li>• Parties agreed to defer this item</li> </ul>   |  |

| Agenda Items         | Date Tabled    | Discussion   | Action Required |
|----------------------|----------------|--|-----------------|
| 7. Health and Safety | April 16, 2020 | <p>COVID 19 – Return to Work</p> <ul style="list-style-type: none"> <li>• Parties discussed return to work and that the corporate direction to return to work is on hold till mid-November.</li> <li>• Parties agreed to provide a minimum of 10 days notice to staff prior to returning to work.</li> <li>• Parties agreed that JH&amp;SC should be engaged in the process and in consultations prior to return to work for staff working remotely.</li> <li>• Management is currently working on engaging with Joint Health &amp; Safety Committees to see that there is adequate representation.</li> <li>• Parties discussed the COVID app on OPS phones and as a best practice encouraged staff to activate the app.</li> <li>• Parties discussed the T2200 form. Management confirmed that further information on the CRA T2200 will be shared once it is available.</li> </ul> <p><a href="https://www.canada.ca/en/revenue-agency/services/forms-publications/forms/t2200.html">https://www.canada.ca/en/revenue-agency/services/forms-publications/forms/t2200.html</a></p> |                 |

| Agenda Items                 | Date Tabled    | Discussion  | Action Required |
|------------------------------|----------------|---|-----------------|
| 8. Long-Term Care Inspectors |                | <ul style="list-style-type: none"> <li>• Parties discussed guidance required for Inspectors for donning and removal of PPE and cleaning processes.</li> <li>• Management advised that Inspection guidance document and training was provided to Inspectors on donning and removal of PPE. There is another education session scheduled on October 26<sup>th</sup>.</li> <li>• OPSEU raised concerns that there are high number of staff and residents becoming ill and concerned on level of protection that will be provided to Inspectors.</li> </ul> |                 |
| 9. MERC CACC Subcommittee    |                | <ul style="list-style-type: none"> <li>• Parties discussed the Cambridge CACC and OPSEU shared their appreciation on getting the facility up and running.</li> <li>• Parties discussed various items including updates on CACC staffing, telephony and peer support program.</li> </ul>   |                 |
| 10. Respectful Workplace     | April 20, 2017 | <ul style="list-style-type: none"> <li>• Discussion on ways to improve workplace, open and honest communications and information sharing.</li> <li>• Parties discussed the Pulse survey.</li> </ul>   |                 |

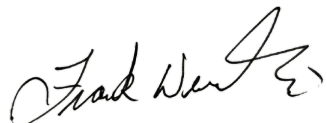
| Agenda Items   | Date Tabled  | Discussion   | Action Required |
|--|--------------|--|-----------------|
| 11. WDHP Review – Huggins Report and Recommendations | Jan 2019     | <ul style="list-style-type: none"> <li>• Management provided recent corporate updates on the review.</li> <li>• Parties agreed given the additional information this item no longer needs to be referred to CERC</li> <li>• Parties agreed to keep the WDHP review on the agenda.</li> <li>• Link for Third Party Review OPS Inclusive Workplace Policies and Program.</li> </ul> <p><a href="https://intra.ontario.ca/tbs/third-party-review-ops-inclusive-workplace-policy-and-programs">https://intra.ontario.ca/tbs/third-party-review-ops-inclusive-workplace-policy-and-programs</a></p> |                 |
| 12. Multi-Year Planning Process                      |              | <ul style="list-style-type: none"> <li>• Parties agreed to defer this item</li> </ul>  |                 |
| <b>New Items</b>                                     |              |  |                 |
| 13. LTC - Directive 5                                | Oct 22, 2020 | <ul style="list-style-type: none"> <li>• OPSEU raised concerns that Directive 5 was recently updated and how it may affect the inspectors in terms of usage of N-95 respirator mask.</li> <li>• Management will provide more information on this request.</li> <li>• OPSEU indicated that this is a timely matter and requested a quick response.</li> </ul>   |                 |

| Agenda Items                      | Date Tabled  | Discussion  | Action Required |
|-----------------------------------|--------------|---|-----------------|
| 14. Skype                         | Oct 22, 2020 | <ul style="list-style-type: none"> <li>• OPSEU raised concerns with current Skype usage in the workplace</li> <li>• Management advised that Skype is one of the many communication tools available to staff including text messages, Microsoft teams and emails. Although Skype usage is heightened due to COVID-19 and remote work.</li> </ul> |                 |
| 15. Inspectors Report             | Oct 22, 2020 | <ul style="list-style-type: none"> <li>• Both parties discussed inspector reports and will continue this discussion.</li> </ul>   |                 |
| 16. CACC Masks                    | Oct 22, 2020 | <ul style="list-style-type: none"> <li>• Parties discussed the use of masks in the CACCs and an additional communication will be issued as a reminder to all staff.</li> </ul>  |                 |
| 17. Other Items - MERC 2021 dates | Oct 22, 2020 | <ul style="list-style-type: none"> <li>• Parties agreed to email dates to determine next year's meetings:               <ol style="list-style-type: none"> <li>1. January 13<sup>th</sup></li> <li>2. April 7<sup>th</sup></li> </ol> </li> </ul>   |                 |
| <b>Bring Forward</b>              |              |   |                 |

| Agenda Items  | Date Tabled      | Discussion  | Action Required |
|---|------------------|---|-----------------|
| 18. Transition and Reskilling Agreement MOA from Central Employee Relations Committee (CERC)        | January 9, 2020  | <ul style="list-style-type: none"> <li>• Parties discussed the process for transition and reskilling agreement.</li> <li>• Both parties have an understanding that the MERC table will deal with matters as they arise and in case no resolution is found it will be referred to CERC.</li> </ul> |                 |
| 19. Mandate Letters – MOH & MLTC  | January 9, 2020  | <ul style="list-style-type: none"> <li>• OPSEU informed that given the recent judicial review decision they continue to request for the mandate letters.</li> </ul>   |                 |
| 20. Health & Productivity Program - MOL Joint Disability Accommodation and Return to Work Committee | 2017             | <ul style="list-style-type: none"> <li>• Parties agreed that this is an important item and plan to restart the discussion.</li> </ul>   |                 |
| 21. Terms of Reference  | January 17, 2019 | <ul style="list-style-type: none"> <li>• Deferred to April 2021 - MERC</li> </ul>   |                 |
| 22. LERC  |                  | <ul style="list-style-type: none"> <li>• Parties discussed that functioning of LERC's are vital and will work on this item jointly.</li> </ul>  |                 |



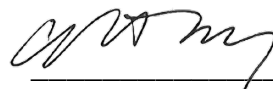
Approval:



---

F. Wendling  
OPSEU

Dated: October 22, 2020



---

C. Lethbridge  
MOH & MLTC

Dated: October 22, 2020