

Ministry Employee Relations Committee

Ministry of Community Safety and Correctional Services

Minutes

Wednesday, September 14, 2016

OPSEU Regional Office, 5757 Coopers Avenue, Mississauga

Attendees

For the Union

- Monte Vieselmeyer (Co-chair)
- Gord Longhi
- Greg Arnold
- Jim Richards
- Sandra Harper

For the Ministry

- Mary-Jo Knappett (Co-chair)
- Christina Danylchenko
- Daryl Pitfield
- Barb Forbes

Resources

- Kevin Sawicki, Director, Corporate Services
- Bart Nowak, Manager, HR Strategic Business Unit
- Laura McCready, Team Lead, Bargaining and Compensation
- Anna Fernandes, Corporate Project Lead, Community Services
- Jenny Cece, Manager, Labour Management Liaison, Institutional Operations Branch

Guest

- Curt Arthur, Executive Lead, Transformation Secretariat

Note Taker

- Lise Ledoux, Employee Relations Committee Coordinator

Previous Business

Institutional Services items

1. **11 06 02 Transition Updates** – RIC is being discussed.

Action: Update to be provided at the next MERC meeting.

2. **13 06 19 Ombudsman's report, level of violence in workplace** – Associate Deputy Minister responded to the subcommittee in July. Subcommittee is reviewing the response.

Action: Update to be provided at the next MERC meeting.

3. **14 01 14 eRoster** – There are a number of key milestones planned over the next 4-6 weeks that should produce much greater clarity as to current status, future plans and timelines:

- The eRoster project will soon be deploying a number of fixes to resolve issues that were identified during the Brantford pilot (currently being tested with the assistance of Scheduling Managers)
- The eRoster pilot report is scheduled for completion in October

The Union anticipates the same level of transparency that currently exists with HPRO will continue with eRoster.

Action: Paul Wishak to be invited to the October MERC meeting. A separate meeting will be scheduled with the respective OPSEU Grievance Officers for demonstration and discussion.

4. **14 05 27 Offender Transfer Operations (OTO)**– Associate Deputy Minister responded to the subcommittee in July. Subcommittee is reviewing the response. MERC and PJOHSC co-chairs will be attending a meeting with OTO on October 21st.

Action: Update to be provided at the next MERC meeting.

5. **14 05 27 PPSE update (interim measures)** – 26 Defensive Training Instructors are being certified. The completion of PPSE training is targeted for the end of December 2016. The Union requested that the Employer issue a communication clarifying this issue.

Action: Employer to follow up.

6. **14 07 08 Staffing Levels subcommittee update** – Associate Deputy Minister responded to the subcommittee in July. Subcommittee is reviewing the response.

Action: Update to be provided at the next MERC meeting.

7. **14 07 08 Security Review Subcommittee update** – Associate Deputy Minister responded to the subcommittee in July. Subcommittee is reviewing the response.

Action: Update to be provided at the next MERC meeting.

8. **14 07 08 Union requesting hiring protocol and review processes for new recruits (COTA)** – Manager of Correctional Services Recruitment Unit to present on hiring process.

Action: Deferred to the October MERC meeting.

9. **14 09 10 Contraband Seizures** – Information Management Unit (IMU) is attempting to manipulate the Incident Database to produce a report. Information is collated manually.

Action: Statistics will be shared when available. Implementation of a new database for IMU is a key priority for Institutional Services.

10. **16 03 31 Female Mental Health Unit** – Union met with the Director, Female Mental Health Initiative and toured the Brampton site and will be touring St. Lawrence Valley C&TC next month.

Action: Update to be provided at the next MERC meeting.

11.16 03 31 Health and Productivity Program (HPP) Status – subcommittee met several times. Materials are being updated and orientation/training schedule is being developed for implementation to all outstanding institutions throughout the province.

Action: Employer will distribute communication to the field regarding the status of the HPP.

12.16 03 31 COBUSA position – concerns have been resolved.

Action: Complete. Item to be removed from the MERC agenda.

13.16 03 31 Retiree Fixed Term Rehires – Employer reissued direction.

Action: Complete. Item to be removed from the MERC agenda.

14.16 03 31 Elgin-Middlesex DC (LERC) – the Local 108 continues to be under Trusteeship.

Action: Item to be removed from the MERC agenda.

15.16 03 31 RIC Project at Elgin-Middlesex DC – Employer provided a formal disclosure to OPSEU regarding the RIC staffing model on August 12th. Employer anticipates the first intermittent inmate in the RIC on September 23rd. The committee discussed the progress in the local schedule negotiations and further discussions pending.

Action: Update to be provided at the next MERC meeting.

16.16 03 31 Status of Segregation Review – still ongoing at this time.

Action: Update to be provided at the next MERC meeting.

17.16 05 04 Dedicated female units in existing institutions (JAHN Remedies) – Union requesting the Employer to send a communique explaining JAHN.

Action: A joint communique will be shared with institutions housing female units will discuss the JAHN remedies as they relate to female unit staffing and the staff selection process utilizing expression of interest.

18.16 06 23 Issues at Kenora Jail – resolved.

Action: Complete. Item to be removed from the MERC agenda.

Community Services items

- 1. 14 09 10 Use of Duty Officers/PPOs to cover Support Staff absences/leaves** – the Union and Employer met to discuss this issue on August 17th. Managers are to be proactive in ensuring that offices have sufficient OAG coverage and approve vacation / training requests with operations as the priority. It is recognized from time to time, unanticipated absences will occur.

Action: Complete. Item to be removed from the MERC agenda.

- 2. 14 09 10 PPO Staffing Levels** – this subcommittee met on August 25, 2016. The work continues on Flexible Work Arrangements and Backfill Pools. The next meeting has been set for November 3rd.

Action: Update to be provided at the next MERC meeting.

- 3. 16 05 04 Fixed Term contracts for PPOs** – copies of notice letters that are provided to fix term contract staff was provided to the Union. With further research with Staff Relations, it is confirmed that notice obligations are a requirement of the Employment Standards Act and as such the Employer must meet these obligations.

Action: The Employer will provide the Union with a summary of these obligations.

- 4. 16 06 23 CCW Contracts** – employer has provided the documents for CCW contracts as requested by the Union.

Action: Complete. Item to be removed from the MERC agenda.

Both Institutional and Community Services Items

1. 13 09 11 Public Relations / Media Inquiries – deferred.

Action: Director, Communications Branch will attend the October MERC meeting to discuss ways the ministry can promote a positive and professional image.

2. 14 03 25 Correctional Services Staff Monument – Planning Committee met on September 8th with the architect firm. Committee is pleased with the progress. Design completion is expected by the end of October 2016.

Action: Update to be provided at the next MERC meeting.

3. 14 05 27 Joint Union and Employer ASMP training –

Action: Employer to resubmit a request to the Ministry of Government and Consumer Services for the training.

4. 14 03 25 Bill 163 – Workplace Safety and Insurance Amendment Act – employer shared a chart summarizing the initiatives and progress to date for the members only Mental Health Strategy initiatives in the Ontario Provincial Police.

Action: No action required by MERC. Item to be moved to Standing Items and will remain for information sharing. Employer will discuss with Operational Support regarding the feasibility of a presentation.

5. 16 03 31 Mental Health Training (JAHN specific training) – curriculum was provided to the Union.

Action: Union to provide written response to the Employer.

6. 16 03 31 Interest Based Problem Solving (joint training) –

Action: Deferred to the next MERC meeting.

7. **16 03 31 Administrative Compensation Leave (ACL) and Compensating Time Off (CTO)** – ADM, IS has sent out direction to the field with respect to the administration of ACL. Parties attempted to come to a resolution. Issue is currently before the Grievance Settlement Board.

Action: Item to be removed from the MERC agenda.

Standing Items

1. **Systemic Change Steering Committee (SCSC)** – the Systemic Change Committee met last on June 22nd and continues to work towards completion of the mandate. Next meeting is scheduled for October 5th.

Action: MERC co-chairs to attend a future SCSC meeting for further discussion around the Gender Balance recommendations.
2. **Diversity Subcommittee** – meeting scheduled for October 11th.
3. **Labour Relations / Regional Labour Relations Forum (RLRF)** – no update.
4. **Fixed Term Correctional Officer Hours and Number of Fixed Term (provided quarterly)** – June 2016 statistics provided.
5. **Employment Stability List** – no update.
6. **ASMP Statistics** – ASMP statistics provided up to August 30, 2016
7. **Correctional Services Recruitment Unit (CSRU)** – Manager of Correctional Services Recruitment Unit to present at the next MERC meeting.
8. **Union requesting Employer staffing shortage contingency plans / inmate overcrowding contingency plans** – no update.
9. **Probation & Parole Workload** – the Workload Committee met September 13th. Results of 2014 time study were discussed and recommendations for WAT adjustments will be forwarded to ADM for consideration. Next meeting scheduled for December 8th.
10. **Direct Supervision** – no update.

11. Transformation – Transformation Secretariat shared results of all of the consultation sessions.

12. Alternative Discipline Resolution Process subcommittee – meeting to be scheduled.

New Business

1. Downloading of Johnson Control work to TSDC bargaining unit maintenance staff –

Action: Union to provide list of duties to the Employer.

2. Management of Incident Reporting at Algoma T&RC –

Action: Union to provide specific concerns in writing to the Employer for further discussion.

3. Bargaining Unit Security Assistant – Union requesting consideration be given to implementation of bargaining unit assistance.

Action: Union to provide a proposal for consideration.

4. Ceremonial Unit – members attending events – Union raised concerns regarding lack of availability of ceremonial unit members to attend recent staff funerals. Union requesting that Employer reconsider that retired volunteer ceremonial unit members continue to attend activations. Union has advised that the OPP and municipality continue to use retired members.

Action: Employer to review and respond.

5. Unified Special Cases from Bargaining to be forwarded to Appendix 7 committee –

Action: Union to provide special cases to the Employer for response.

6. Correctional Officer Badge Numbers used for Identification purposed on Ministry forms –

Action: Employer to consider and respond.

7. Protocol/Policy for full body scanners – Union requesting a provincial policy be established site specific Standing Orders.

Action: Employer will share a copy of the policy.

8. Responsibility for Associated Expenses for Member Representatives during Investigations –

Action: Employer to review and respond.

9. Use of Security Surveillance Video for Purpose of Investigations Under Section 22 –

Action: Employer to review and respond.

10. Union raised concerns over Legal Ruling Regarding Inmates and Contraband Weapons – Union feels that this ruling sets a dangerous precedent regarding the safety of staff and inmates.

Action: Employer will review and respond.

11. Class Action Lawsuits and Protection of Bargaining Unit Staff – Union has concerns regarding the legal indemnification of its members.

Action: Complete. Item to be removed from the MERC agenda.

12. Issues Affecting Correctional Nurses –

Action: Union to provide a list their concerns.

13. Probation and Parole British Columbia (BC) Joint Workplace Survey – Union is asking the Employer to request a copy from BC.

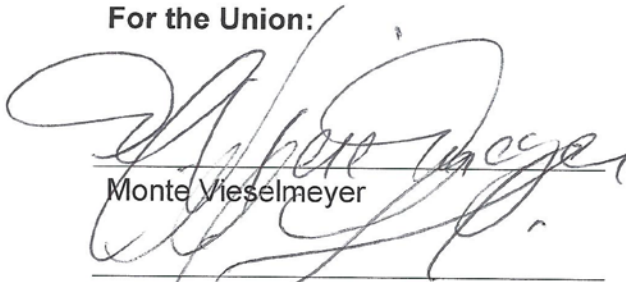
Action: Employer to follow-up.

Next Meeting

Date: October 12, 2016
Time: 9:30 a.m.
Location: 25 Grosvenor Street, 16th floor, Toronto


Signatures

For the Union:



Monte Vieselmeyer

Gord Longhi



Greg Arnold

Jim Richards

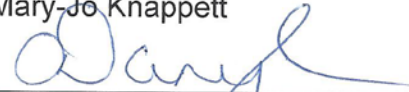


Sandra Harper

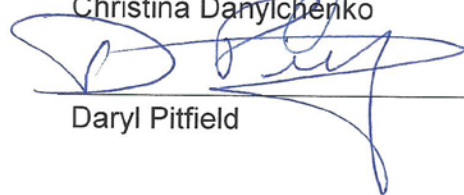
For the Ministry:



Mary-jo Knappett



Christina Danylchenko



Daryl Pitfield

Barb Forbes