

**MINISTRY of AGRICULTURE, FOOD and RURAL AFFAIRS**

**MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)**

**March 23, 2023**

**Via Microsoft TEAMS**

<b>For Management:</b>	<b>For OPSEU/SEFPO:</b>
Alaina Oda (Co-chair) Colleen Fitzgerald-Hubble (regrets) Brendan McKay	Heidi Steffen-Petrie (Co-chair) Marcus Rangai Bethany Pate (regrets)

<b>Management Resources</b>	<b>OPSEU/SEFPO Resource</b>
Jared Friesen Kristin McCrimmon-Jones  Guests: Massimo D'Addario Ashley Smith	Glenna Caldwell

<b>AGENDA</b>	<b>STANDING ITEMS</b>	<b>ACTION REQUIRED</b>
<b>Welcome and Introductions</b>	Heidi opened the meeting at 9:31am	
<b>Additional Agenda Items / Changes to the Agenda</b>	N/A	
<b>Ad Hoc Meetings</b>	Management distributed a list of ad hoc meetings to OPSEU/SEFPO prior to the meeting.	

AGENDA	STANDING ITEMS	ACTION REQUIRED
<b>Disclosures</b>	Management distributed a list of disclosures/information shares to OPSEU/SEFPO prior to the meeting.	
<b>Surplus List</b>	Management reported that there are no employees on the surplus list.	
<b>Temp Agency Staff</b>	Management reported that they are not aware of any temp agency staff currently working in the ministry as of March 23, 2022.	
<b>Fixed Term Staff Reports</b>	Management provided fixed term staff reports in advance of the meeting.	
<b>Conversion Update</b>	<ul style="list-style-type: none"> <li>• Management reported on: <ul style="list-style-type: none"> <li>○ 1 FXT conversion to permanent status occurred since last MERC</li> <li>○ 1 additional FXT employee</li> </ul> </li> </ul>	Management to report back on 1 FXT employee at next MERC
<b>Equity, Diversity and Inclusion</b>	<p>Management reported on:</p> <p><b>OMAFRA Anti-Racism Action Plan</b></p> <ul style="list-style-type: none"> <li>• Year 2 (2022/2023) progress update posted to the <a href="#">ARAP InsideOPS</a> page. <ul style="list-style-type: none"> <li>○ Respectful workplace training to staff and leaders (ongoing)</li> <li>○ Updated <a href="#">staffing principles and resources</a> for leaders</li> <li>○ Inclusive recruitment discussions with leaders</li> <li>○ A summary of the ministry’s staffing actions published on <a href="#">InsideOPS</a>.</li> <li>○ Divisions accessed / used the <a href="#">Anti-Racism Impact Assessment (ARIA) Toolkit</a>.</li> </ul> </li> <li>• For 2023/2024 year, the focus will be on: <ul style="list-style-type: none"> <li>○ Using an equity lens such as the Anti-Racism Impact Assessment (ARIA) for policy and program reviews.</li> <li>○ Leaders’ performance commitments related to diversity, equity and inclusion and shared with staff.</li> <li>○ Staff to complete ARCC module 2 when launched.</li> </ul> </li> </ul>	

AGENDA	STANDING ITEMS	ACTION REQUIRED
	<ul style="list-style-type: none"> <li>○ Completion of mandatory trainings (Human Rights 101, Call it Out, and ARCC module 1).</li> <li>● OMAFRA leaders have been encouraged to develop individual EDI commitment as part of their performance plans and to share with their teams</li> </ul> <p><b>OMAFRA’s Indigenous Internship Program</b></p> <ul style="list-style-type: none"> <li>● SHRB continues to provide learning and networking opportunities for the ministry’s five interns.</li> <li>● Second intake is expected to be posted in May 2023 and bring in new interns to begin their 12-month assignments in late July and into August 2023.</li> </ul> <p><b>Diversity and Inclusion Working Group (DIWG)</b></p> <ul style="list-style-type: none"> <li>● New Executive Sponsors: Tamara Fernandes and Eric Brox</li> <li>● DIWG members hosted a number of Black History Month events throughout February and also promoted a number of OPS-wide and external events.</li> <li>● DIWG members are planning the following events in the upcoming months: <ul style="list-style-type: none"> <li>○ American Sign Language (ASL) Introductory Training</li> <li>○ Kuper Island Podcast Discussion #3</li> </ul> </li> <li>● DIWG is considering a theme for 2023/24 of ‘active allyship’ which will be supported by events and other initiatives.</li> <li>● Interested employees are welcome to join as new members.</li> </ul> <p><b>Diversity and Inclusion Activities Across OMAFRA</b></p> <ul style="list-style-type: none"> <li>● EDD Anti-Racism Action Plan (Management and Staff) Working Group evaluating current progress and future planning for EDI related initiatives and integrating in day-to-day activities. Employees from RPB encouraged to participate.</li> <li>● Bus tour to Buxton National Historic Site and Museum planned for March 30<sup>th</sup></li> </ul>	

AGENDA	STANDING ITEMS	ACTION REQUIRED
	<ul style="list-style-type: none"> <li>• Integrating EDI related questions in competition interviews</li> <li>• LTEDB new job specs include reference to supporting ops vision, mission and values and EDI.</li> <li>• Supporting the Ministry of Francophone Affairs of a cross-government economic development strategy</li> <li>• Hiring more bilingual positions - posted open to the public to try and enhance our FLS capacity.</li> </ul> <p><b>Targets to Diversify Senior Leadership</b></p> <ul style="list-style-type: none"> <li>• OMAFRA and OPS-wide sharing/reporting of 2022-23 target outcomes will be shared to staff.</li> <li>• OMAFRA will also be recalibrating 2023-24 targets to diversify senior leadership and will share the recalibrated targets.</li> </ul> <p><b>Diversity Career Champions Program (DCCP)</b></p> <ul style="list-style-type: none"> <li>• 2023 DCCP has begun with launch events held in late January, with a record number of employee partners.</li> <li>• OMAFRA is leading a multi-ministry networking initiative for Employee Partners to expand their networks and gain insights on different types of careers across the OPS.</li> <li>• OMAFRA will continue the job shadowing initiative that matches interested Employee Partners with a mentor during the 2023 DCCP cycle.</li> </ul> <p><b>OPS Multi-Ministry Inclusion Café Speaker Series</b></p> <ul style="list-style-type: none"> <li>• OMAFRA is part of the planning team for <a href="#">Café #7: Difficult Conversations on Queerphobia and Transphobia</a> scheduled for March 23.</li> <li>• OPS-wide and OMAFRA communications were shared to promote the event</li> </ul>	

AGENDA	STANDING ITEMS	ACTION REQUIRED
	<p><b>Positive Space Training</b></p> <ul style="list-style-type: none"> <li>• Three session dates were promoted to OMAFRA staff and leaders for <a href="#">Positive Space Training</a></li> </ul>	
<p><b>Transition Exit Initiative</b></p>	<p>Active: 4 Approved: 138 Non-Program Exit: 32 Withdrawn: 10</p> <ul style="list-style-type: none"> <li>• Discussion about the ministry approval process</li> </ul>	
<p><b>Health and Safety Update</b></p>	<p><b>Regional Offices H&amp;S requirements</b></p> <ul style="list-style-type: none"> <li>• Health and Safety Reps have been identified for Stratford and Grenville office</li> <li>• Discussion about a slip and fall that occurred within Food Safety Inspection Branch and related H&amp;S in third party locations</li> <li>• Union has requested accident reporting to be shared with OPSEU MERC Co-Chair</li> </ul>	<p>Management to report back on third-party related H&amp;S process/reporting</p>
AGENDA	FOLLOW UP	ACTION REQUIRED
<p><b>Staying Well in the Workplace (previously Workplace Reintegration / COVID-19)</b></p>	<ul style="list-style-type: none"> <li>• OMAFRA has sponsored various events to support mental health during the winter season</li> <li>• The Neurodiverse Employee Resource Discussion Group (NERD) launched in March 2022 with SHRB's Alaina Oda as Executive Sponsor. The group has grown to 200 members across 24 ministries in less than 1 year</li> <li>• Changes to Employee Disability Accommodation Policy. OMAFRA hosted employee session about the accommodation process with the Centre for Employee Health, Safety &amp; Wellness</li> </ul>	
<p><b>Future of Work</b></p>	<ul style="list-style-type: none"> <li>• OMAFRA has not received any corporate updates on this</li> </ul>	

<b>(previously Workplace Reintegration / COVID-19)</b>	<ul style="list-style-type: none"> <li>• <a href="#">OPS People Plan</a> recently released includes modern work as a priority</li> </ul>	
<b>Strategic Planning Process (formerly MYP)</b>	<ul style="list-style-type: none"> <li>• Ministry plan (Strategic Planning Process) has been submitted to TBS</li> <li>• No further updates at this time</li> <li>• Where required, disclosure will be provided</li> </ul>	
<b>Article 5 – Information to new employees</b>	<ul style="list-style-type: none"> <li>• Corporate offer letters direct employees to corporate OPSEU for information and contact details for their local union stewards</li> </ul>	Union will take this back to discuss with corporate OPSEU
<b>AGENDA</b>	<b>NEW BUSINESS</b>	<b>ACTION REQUIRED</b>
<b>OPSEU/SEFPO Unified Pay Equity Maintenance and Job Classification Conversion Project</b>	<ul style="list-style-type: none"> <li>• Pay equity review of female predominant jobs to ensure comparable pay to male-predominant jobs</li> <li>• A sample of OPSEU/SEFPO employees will be invited to complete Position Information Questionnaire (PIQ)</li> <li>• SHRB is supportive to promote amongst management team, the roles for employees in this process</li> </ul>	
<b>Next Meeting Date</b>	June 13, 2022	

Approved by:

Heidi Steffen-Petrie, OPSEU/SEFPO Co-Chair  
Alaina Oda, Employer Co-Chair

March 23, 2023