

MINISTRY of AGRICULTURE, FOOD and RURAL AFFAIRS

MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC)

June 13, 2023

Via Microsoft TEAMS

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

Management Resources	OPSEU/SEFPO Resource
Jared Friesen Kristin McCrimmon-Jones	Kathleen Demareski

AGENDA	STANDING ITEMS	ACTION REQUIRED
Welcome and Introductions	Alaina opened the meeting at 9:34am	
Additional Agenda Items / Changes to the Agenda	N/A	
Ad Hoc Meetings	Management distributed a list of ad hoc meetings to OPSEU/SEFPO prior to the meeting.	
Disclosures	Management distributed a list of disclosures/information shares to OPSEU/SEFPO prior to the meeting.	

AGENDA	STANDING ITEMS	ACTION REQUIRED
Surplus List	Management reported that there are no employees on the surplus list.	
Temp Agency Staff	Management reported that they are not aware of any temp agency staff currently working in the ministry as of March 23, 2022.	
Fixed Term Staff Reports	Management provided fixed term staff reports in advance of the meeting.	
Conversion Update	<ul style="list-style-type: none"> • Management reported on: <ul style="list-style-type: none"> ○ 1 possible conversion currently being discussed by management ○ Discussion about the ratio of FXT to IRR-FXT FSIs ○ 2 positions are currently proceeding with TDA process 	Management to report back on conversions at next MERC
Equity, Diversity and Inclusion	<p>Management reported on:</p> <p>OMAFRA Anti-Racism Action Plan</p> <ul style="list-style-type: none"> - 2022/23 year-end results will be posted on InsideOPS - Holding leader focused respectful workplace drop-in sessions - Highlights for 2023/24: Ensure divisions review policy and programs with EDI lens; Leader developed EDI performance commitments and communicated to teams; Staff developed EDI performance commitments <p>OMAFRA's Indigenous Internship Program</p> <ul style="list-style-type: none"> - Learning and networking opportunities continue for existing IIP interns - Nine (9) positions currently posted for new internship opportunities <p>Diversity and Inclusion Working Group (DIWG)</p> <ul style="list-style-type: none"> - Finalizing current year work plan will be posted on InsideOPS - Theme for 2023/24 will be “active allyship”, and ongoing learning/engagement - A total of 534 employees and leaders attended DIWG events in 2022/23 	

AGENDA	STANDING ITEMS	ACTION REQUIRED
	<p>Diversity and Inclusion Activities Across OMAFRA</p> <ul style="list-style-type: none"> - EDD working group rebranded to IDEAA (Inclusivity Diversity Equity Accessibility & Anti-Racism) - Leadership FORTE commitments shared with EDD branches - Various learning, development and training events planned - EDI commitments incorporated in LTEDB job descriptions and hiring process - Employee spotlights within LTEDB - Reviewing EDD programming with EDI lens - RCSD division day planned with a focus on EDI learning <p>Indigenous Cultural Competency Training (ICCT)</p> <ul style="list-style-type: none"> - 60 staff and leaders will require training in 2023/24 - LTEDB requiring COOPs and students to complete training <p>Diversity Career Champions Program (DCCP)</p> <ul style="list-style-type: none"> - Thirty-one (31) partnerships this year - Wrap up events planned into mid-July <p>Targets to Diversify Senior Leadership</p> <ul style="list-style-type: none"> - Reporting on 2022/23 will be shared on InsideOPS - Revised targets for 23/24 will also be shared 	
<p>Transition Exit Initiative</p>	<p>Active: 5 Approved: 138 Non-Program Exit: 32 Withdrawn: 10</p>	
<p>Health and Safety Update</p>	<p>Naloxone Kits</p> <ul style="list-style-type: none"> - OHSA now requires naloxone kits to be available in at-risk workplaces 	

AGENDA	STANDING ITEMS	ACTION REQUIRED
	<ul style="list-style-type: none"> - There are currently no known OMAFRA sites that meet the criteria. However, OMAFRA will make naloxone kits available onsite for OMAFRA employees should the OHS criteria be met <p>OMAFRA Accident Reporting</p> <ul style="list-style-type: none"> - Management has completed our review of the accident reporting process - Appropriate accident reports will be shared with applicable JHSC/HSR and applicable bargaining agent - Management actively assessing MIP H&S model <p>Regional Office H&S requirements</p> <ul style="list-style-type: none"> - Management rep identified for JHSC at Grenville (Toronto) 	
AGENDA	FOLLOW UP	ACTION REQUIRED
Staying Well in the Workplace	<p>Mental Health First Aid Training</p> <ul style="list-style-type: none"> - Training offered to leaders who will be involved in African Swine Fever response to enable tools, knowledge and practices to support mental health of teams working on emergency response - OPSEU requested making this training available to frontline staff. Management expressed ongoing commitment to consider mental health supports, learning and development for frontline staff <p>Mental Health and Wellness Events</p> <ul style="list-style-type: none"> - Employee and Family Assistance Program orientation held on June 6th. 101 staff participated in the session <p>Neurodiverse Employee Resource Discussion Group</p> <ul style="list-style-type: none"> - 300 members across 26 ministries - Discussion about inclusive hiring practices and accommodations - Upcoming sessions planned for parents of ND children 	Management to confirm with CEHSW if there are wait-times for counselling services
Future of Work	<ul style="list-style-type: none"> - No updates on this 	

Strategic Planning Process	<ul style="list-style-type: none"> - No updates on this - Any finalized or approved initiatives that affect OPSEU employees will be disclosed in accordance with Disclosure Directive 	
OPSEU/SEFPO Unified Pay Equity Maintenance and Job Classification Conversion Project	<ul style="list-style-type: none"> - Currently piloting the Position Information Questionnaire (PIQ) process with 500 OPSEU employees across the OPS - In future, larger group of OPSEU employees will participate in PIQ process - SHRB is supportive to remind leaders and ensure available resources and work hours for employees to complete the PIQ process 	Parties to continue discussions at September MERC and will share OMAFRA specific issues as needed
AGENDA	NEW BUSINESS	ACTION REQUIRED
MERC Calendar Invites	<ul style="list-style-type: none"> - Management will be resending MERC calendar appointments from the SHRB email account 	
OPSEU Local 221 Request	<ul style="list-style-type: none"> - Parties confirmed at March MERC that corporate offer letters direct employees to corporate OPSEU for information and contact details for their local union stewards (article 5) - OPSEU has shared the email with OPSEU Staff Rep who will discuss directly with Local 221 	OPSEU will follow-up with management on OPSEU local contacts
ADB IDO3s	<ul style="list-style-type: none"> - OPSEU members have raised concerns with respect to their IDO3 classification - OPSEU requested the Employer review the job descriptions and provide an update from the JEIB (in accordance with article 2) - Management is aware and considering the request in consultation with JEIB while leveraging the job classification conversion project - Job classification conversion project will provide opportunities for employees to provide input, and express specific concerns about their work assignments / job description - OMAFRA's Optimization project will also inform long-term needs and how best to assign work 	

MIP Headquarter Changes	<ul style="list-style-type: none"> - OPSEU raised concerns with disclosure process and the communications to staff to ensure staff understand the change and their entitlements before signing-back their notice of intent to accept or decline the headquarter change 	Management to follow-up with MIP and will report back to OPSEU
Next Meeting Date	September 28, 2023	

Approved by:

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

June 13, 2023