

MERC MINUTES
Ministry of the Attorney General
MINISTRY EMPLOYEE RELATIONS COMMITTEE MEETING (MERC)

June 07, 2016

MERC Members:

Tim Elphick, OPSEU Co-Chair
Tina Stevens
Roxanne Theriault
Cindy Abric-Forsyth, OPSEU Negotiator
Karen Clark

Carol Christidis, Management Co-Chair
Sujani Kamalanathan
Kathie Persaud
Randy Holloway
Alexandra Brooks, ERD TBS

Guests:

- Elder Janice Longboat
- Jodie-Lynn Waddilove, Acting Executive Assistant, Aboriginal Justice Division
- Brian Garrah, A/Director, Divisional Corporate Planning Unit, DSSPU, CSD
- Heather Temple, Workforce Policy and Planning Coordinator, CSD
- Megan Dykie, Manager, Business Continuity & Emergency Management, CSMD
- Julia Bielecka, HR-Business Advisor, HRSBU, CSMD
- Anne Peters, Organizational Capacity Consultant, HRSBU, CSMD
- Christopher Johns, Director, Strategic Business Development, Modernization Division

Ref #	Agenda Item:	Issue	Follow-Up / Action:
A.	Presentations:		
a.	Aboriginal Justice Division	A representative of Aboriginal Justice Division (AJD) attended and gave information about their programs and divisional scope.	Remove from the agenda.
b.	Modernization Division	The Employer provided an update on Modernization initiatives (see item #6).	Remove from the agenda.
c.	CSMD, BCEM – Wellness in Emergencies Program	Deferred.	To be scheduled at a later meeting.
	Standing Items		
1.	MAG Update:		
a.	Court Services Division	The Employer provided an update on training and the Courtroom Staffing Review (see item #6 iv)	
b.	Victims & Vulnerable Persons Division	The Employer provided an update on employee engagement, diversity/inclusion and recognition initiatives.	
2.			
a.	Fixed-term Report (Article 16.5.1)	The Fixed-Term report was provided on April 21, 2016.	
b.	Conversion Reports (Article 31A.15)	The Conversion report was provided on April 25, 2016.	

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3.	LERCs	CSD provided an update regarding the Sarnia and Bracebridge/Orillia LERCs via email on April 29 th	The Employer will encourage managers to attend LERC training.
4.	Employee Engagement Action Plan	The Employer provided an update on MAG's Exit Survey results from January to December 2015.	The Employer to report back on exit categories.
5.	Job Descriptions	The Union continues to receive job descriptions.	
6.	Courts Modernization		
a)	Civil Enforcement Services	Management provided an email update regarding the status of the Civil Enforcement Consultation review on May 13 th . To date, no decision regarding next steps has been made.	The Employer to continue providing information as available.
b)	Judicial E-scheduling	A Modernization division representative provided an update on the judicial e-scheduling pilot currently deployed in Milton and Burlington. The Union received the training material for staff and the Judiciary.	The Employer to continue providing information as available.
c)	Non-Judicial Hearings	The Employer advised that this project is presently on hold.	The Employer to continue providing information as available.
c)	Courtroom Staffing Review	The working group of court managers and supervisors (working group membership provided to the Union) has developed guiding principles for the review of job functions. The working group is meeting regularly and is analysing	The parties to follow-up as information becomes available

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		<p>the core in-court support functions by proceeding type for the SCJ and OCJ courts.</p> <p>Consultations with the SCJ and OCJ judiciary have begun and will continue throughout the review.</p> <p>The Employer anticipates providing an outcome to the review in September 2016.</p>	
7.	Training and Development (Appendix 29)	CSD has forged a working relationship with the MAG Diversity and Inclusion Office which has resulted in the promotion and expected delivery of diversity and inclusion training across the province.	The parties to add to the agenda as necessary.
8.	FPT Deficit Hours	<p>A quarterly report was provided to the Union on May 5, 2016. The Union identified irregularities in the hours which were reported by the Employer and these were either confirmed or corrected.</p> <p>Employees are encouraged to discuss any questions about the accrual of deficit hours with their supervisor.</p>	The parties commit to ongoing discussions to ensure accuracy of the quarterly FPT Deficit Hours reports.
9.	MAG Diversity Plan	<p>The Employer provided an update on the following training sessions: Trans-Inclusion training session offered in collaboration with the 519 Community Centre, Bias-Awareness, Cultural Competencies in the Workplace, Harnessing Diversity of Thought to Drive Engagement and Improve Employees' Performance, Anti-Racism 101.</p> <p>Employees are encouraged to participate in training opportunities as available</p>	Remove from the agenda.

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10.	Attendance Support Management Program (ASMP) – Program and Training	Deferred.	
	Report-Back Items		
11.	Brampton Court Security	The Employer shared the Brampton Court Security After-Action Report and discussed next steps.	Item to be removed and added to next MERC agenda as 'Court Security'.
12.	Workplace Identification Cards	The Employer provided an update on Workplace Identification Cards.	The Employer to report back at the next MERC meeting.
13.	Compressed Work Week (CWW) Agreement Issue	The Employer provided a summary report on the discussion held at the Corporate Planning Table on May 9, 2016. Flexible work arrangements such as CWWs are arranged between the local manager and the employee and requests for flexible work arrangements are contingent on operational considerations.	Remove from the agenda.
14.	New Toronto Courthouse	The Employer shared information with all CSD staff in Toronto region on March 23, 2016 advising that the new Toronto courthouse will be comprised of court operations currently in: 1000 Finch Avenue West 444 Yonge Street (College Park) 1911 Eglinton Avenue East	The Employer to provide updates as available.

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		60 Queen St. W. (Old City Hall) 311 Jarvis St., youth criminal justice operations only	
15.	Diversity (Swearing of the Feathers)	Elder Janice Longboat shared teaching on ways of life with special emphasis on the Eagle Feather.	Remove from the agenda.
16.	Grievance Mediation/Arbitration Process	The parties discussed opportunities for improving the existing grievance process.	The parties to continue discussions as required.
17.	Disclosure of position eligibility lists (Article 6.1.2.2)	The Employer will continue notifications in accordance with the Collective Agreement.	Remove from agenda.
18.	Seniority calculation – FXT with multiple contracts	<p>The Union raised concerns with the seniority calculation for fixed-term employees, including those holding multiple contracts that work irregular hours</p> <p>The new seniority calculation provision applies after the date of ratification for full-time fixed-term employees. The Employer’s understanding is that an employee is a full-time employee if they are assigned to a full-time position for the period of the contract and are regularly scheduled to full-time hours.</p> <p>The Union takes the view that this should apply to all fixed-term employees to receive pro-rated credit following the date of ratification.</p>	The Union to refer item to CERC.
19.	Technological change	Deferred.	The Union to follow-up.

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20.	Appendix 32 implementation	The Employer confirmed that an email, reminding managers of their ability to schedule FPT staff up to 36.25 hours per week, as operationally required, was distributed on June 2, 2016 to all managers of FPT staff across the Court Services Division.	Remove from agenda.
21.	Workplace Violence Statistics (Appendix 29)	The Employer confirmed that there are no available MAG workplace violence statistics.	The parties to continue discussions as required.
	New Business		
22.	Overnight juries	The Employer provided an email response to the Union on May 30, 2016 advising that Court Service Officers (CSOs) assigned to overnight juries should be paid for all hours worked. For clarity, this includes any rest breaks they may take.	Remove from the agenda.
23.	Compensation when traveling	The Union raised concerns regarding compensation when traveling.	The Union will follow-up and add to the agenda if necessary
24.	Staffing requests	The Union raised concerns with scheduling arrangements.	The Employer committed to following up.
25.	2016-2017 PRRT Disclosure	The parties reviewed the Ministry's 2016-2017 Program Review, Renewal, Transformation (PRRT) initiatives.	Remove from the agenda.
26.	Special Investigations Unit - Investigators	The Union received a referral from the Special Investigations Unit investigators. A copy of their report was shared with Employer representatives. The parties are in agreement as to next steps.	Refer to local workplace.

Ref #	Agenda Item:	Issue	Follow-Up / Action:
	Items referred to CERC		
a)	Organizational Charts	The Union advises that this item is not active at CERC.	Remove from the agenda.
b)	Innovation Fund	The Union advises that this item is not active at CERC.	Remove from the agenda.
c)	Walkerton/Owen Sound LERC referral	The Union advises that this item remains on the CERC agenda.	The parties to report back as information becomes available
	Next Meeting:	October 20, 2016	

For the Union:

For the Employer:

Union Co-Chair
Tim Elphick

Employer Co-Chair
Carol Christidis