

## **MERC MINUTES**

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

**June 20, 2017**

9:00 a.m. – 4:00 p.m.

720 Bay St, Toronto, Ontario

Chair: OPSEU

#### **MERC Members:**

Tim Elphick, OPSEU Co-Chair  
Karen Clark

Brian Garrah, CSD  
Kathie Persaud, VVPD  
Alexandra Ellis, TBS  
Angela Oh, CSMD

#### **Regrets:**

Mark Hine, Management Co-Chair  
Tina Stevens  
Rodger Noakes, OPSEU Negotiator  
Nicole Stewart

#### **Guests:**

- Roy Dart, Workforce Policy and Planning Coordinator, CSD
- Kasia Gierojkiewicz, Workforce Policy and Planning Coordinator, CSD
- Megan Dykie, Manager, Business Continuity and Emergency Management, CSMD
- Tammy Browes-Bugden, Director, Strategic Operations Management Centre, CLD
- Mark Saltmarsh, Director, Central West Region, CLD

Ref #	Agenda Item:	Issue	Follow-Up / Action:
	<b>Presentations:</b>		
1.	<b>Business Continuity &amp; Emergency Management “MAG Emergency Psychological Wellness” Program</b>	The Employer presented details on the MAG emergency psychological wellness program.	The Parties to review presentation content and report back at next meeting.
	<b>Standing Items</b>		
2.	<b>Courts Modernization</b>		
a.	<b>Electronic Scheduling Program</b>	<p>The Employer provided an update on the e-scheduling tool for OCJ Criminal matters. This is currently being piloted in London, Peterborough, Cobourg and Lindsay.</p> <p>Subject to the pilot, it is anticipated that the system will be implemented province-wide, commencing in the Fall 2017.</p>	The Employer to provide update at next meeting.
b1.	<b>Provincial Offences Act (POA) – Part I</b>	The Employer provided an update that they are continuing to advance the legislation required to allow a provincially consistent approach to paying POA fines or requesting alternate resolution.	The Employer to provide update at next meeting.
b2.	<b>Provincial Offences Act (POA) – Part III</b>	The Employer provided an updated that consultations with stakeholders and municipal partners have been	The Employer to provide update at next meeting.

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		completed. No decisions have been made at this time that would impact OPSEU staff.	
<b>c.</b>	<b>Civil Enforcement Services</b>	This review is currently on hold.	The Employer to provide update at next meeting.
<b>d.</b>	<b>Non-Judicial Hearings</b>	This review is currently on hold.	The Employer to provide update at next meeting.
<b>e.</b>	<b>Courtroom Staffing Review</b>	CSD and OPSEU continue to meet and collaborate on a shared vision for courtroom staffing. No decisions have been made. The interim agreement between the parties continues to restrict full-time, permanent CCR positions to current CSD employees only. The parties are committed to sharing information with staff as available.	The Parties to provide update at next meeting.
<b>f.</b>	<b>Scheduling of Crown Operations Prepared Electronically (SCOPE)</b>	The Ministry continues its expansion of SCOPE and expects to complete the transition in Peel, Guelph and Hamilton or Milton by the end of December 2017.	The Employer to provide update at next meeting.
<b>3.</b>	<b>MAG Updates</b>		
<b>a.</b>	<b>Modernization Division</b>	The Employer provided at update that the online filing of civil claims in the SCJ is being piloted in five courthouses (Ottawa, Sudbury, London, Newmarket and Brampton). This will expand to Toronto Region in	The Employer will provides updates as available.

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		Summer 2017, and provincial roll-out to occur prior to March 2018.	
b.	<b>Court Services Division</b>	<p>CSD career advancement and development tools can now be found on the CSD intranet site resource centre, including tips on resumes, interviewing and direct links to the employees' career portal. A communication to be released to all staff making them aware of these resources.</p> <p>The Union has requested that a link to LearnOn be made available and visible on this site, with resources on how to register and how to access outside of the OPS workplace.</p>	The Employer to follow up.
c.	<b>Victims and Vulnerable Persons Division</b>	The Employer provided an update on ongoing employee engagement activities that are being implemented within the division.	
d.	<b>Criminal Law Division</b>	The Employer provided an update on initiatives to implement the Jordan decision (time to trial).	
4.	<b>Reports</b>		
a.	<b>Fixed Term Report (Article 16.5.1)</b>	The Fixed Term report as of May 31, 2017 was provided by the Employer on June 9, 2017.	
b.	<b>Conversion Reports (Article 31A.15)</b>	The Conversion report as of May 31, 2017 was provided by the Employer on June 9, 2017.	

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c.	<b>FPT Deficit Hours (Quarterly Reports)</b>	The Employer provided the finalized Q1 deficit hours report on April 30, 2017.	Next report to be verified and provided by CSD on July 31, 2017.
5.	<b>LERCs</b>	The Union provided information that there is one remaining session on July 12, 2017 for ERC Level 1 training. There will be additional dates scheduled for the Fall 2017. LERCs are encouraged to meet on a regular basis and participate in training, as available.	
6.	<b>Training and Development (Appendix 29)</b>	There are no updates at this time.	The Parties will provide updates as available.
7.	<b>Attendance Support Management Program (ASMP)</b>	The Employer provided divisional data on June 16, 2017. The Union raised concerns with ensuring data is accurate.	The Employer will follow up.
8.	<b>Court Security</b>	The Employer is committed to sharing Workplace Violence Risk Assessments with Joint Health and Safety Committees or Health and Safety Representatives on an annual basis.	The Employer will follow up with details on the information gathering process for reports.
9.	<b>Job Descriptions</b>	The Union continues to receive copies of job descriptions.	
	<b>Report Back Items</b>		

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10.	<b>Workplace Identification Cards</b>	A presentation will be made to the Senior Management Team and establish direction on next steps. The Union shared the practice in place for court interpretation services identification.	The Employer will report back based on the outcome of that meeting
11.	<b>New Toronto Courthouse</b>	There are no updates at this time.	
12.	<b>Technological Change – Ergonomic Issues in the Courtroom</b>	The Union has shared an assessment tool with the Employer to assist in determining where ergonomic issues may exist in courtrooms and invites feedback from the Employer.	The Employer will review the document and provide any comments to the Union.
13.	<b>Workplace Violence Statistics</b>	<p>The Employer has shared that a desktop icon is currently being developed that will directly link employees to information on how to access JSSO and BCEM.</p> <p>The Employer will communicate to staff once this is available for release.</p> <p>The Union also requested that this information be uploaded to the CSD training folder.</p>	The Employer will provide an update at the next meeting.
14.	<b>LERC Referrals – 330/393 University (Local 526)</b> <b>Tabled: January 26, 2017</b>	<b>Exhibit Clerk Position</b> <p>The Union raised concerns about the Exhibit Clerk position at 330/393 University Ave, Toronto.</p> <p>The Employer confirmed that the position has been inactivated in WIN and there is no home incumbent. The duties have been reassigned to other OPSEU bargaining unit positions.</p>	To be removed from agenda.

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15.	<b>Travel Time – Toronto Region</b> <b>Tabled: January 26, 2017</b>	The Union has raised concerns around compliance with the OPS Travel, Meals and Hospitality Directive and the collective agreement in Toronto Region.  The Employer is currently reviewing various scenarios.	The Employer will provide a response.
16.	<b>Article 78 Update – FPT Benefits</b> <b>Tabled: January 26, 2017</b>	The Union has raised concerns with the issuing of termination payments for FPT employees who have opted out of benefits provisions as per Appendix 32.	The Employer will provide a response.
17.	<b>Use of Agencies to Perform OPSEU Bargaining Unit Work</b> <b>Tabled: January 26, 2017</b>	The Employer is continuing to perform its review of the use of agencies to perform OPSEU bargaining unit work. The Union is seeking feedback into how to remedy instances of agency use.	The parties continue to monitor the usage of agency staff and will provide an update at the next meeting.
	<b>New Business</b>		
18.	<b>LERC Referral – Local 526 (Weekly Court Schedules)</b> <b>Tabled: June 20, 2017</b>	The Union raised concerns with scheduling practices at 330/393 University Ave in Toronto. The Employer will review scheduling practices at that location.	The Employer to follow up.
19.	<b>LERC Referral – Local 526 (Keyboards in Courtrooms)</b> <b>Tabled: June 20, 2017</b>	The Union raised concerns about some of the staff keyboards that are in use at 330/393 University Ave in Toronto.	The Employer to follow up.

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20.	<b>Implementation of Independent Police Oversight Review</b> Tabled: June 20, 2017	The Ministry is reviewing the report provided by Justice Tulloch and is assessing the recommendations provided.	The Employer to provide a follow up as available.
21.	<b>CLD Picton/Napanee</b> Tabled: June 20, 2017	The Union raised concerns about potential changes to the CLD offices in Picton and Napanee. The Employer has confirmed that there is no anticipated impact to OPSEU employees at this time.	To be removed from the agenda.
22.	<b>Court Time Reporting System (CTRS) – Best Practices</b> Tabled: June 20, 2017	The Union raised concerns about CTRS time reporting protocols. The Employer to review best practices and report back at the next meeting.	The Employer to follow up.
23.	<b>CSD Rest Periods</b> Tabled: June 20, 2017	The Union has raised the issue of CSD staff who are not able to access their breaks. The Employer has committed to identifying current practices and reviewing options for employees to access these breaks.	The Employer to follow up.
	<b>Next Meeting Dates:</b>	September 12	

For the Union: June 20, 2017

For the Employer: June 20, 2017

*Original signed by:*

Union Co-Chair

*Original signed by:*

Employer Co-Chair



