

MERC Minutes

Ministry of the Attorney General Ministry Employee Relations Committee Meeting (MERC)

December 13, 2018

9:30 a.m. – 4 p.m.

720 Bay Street, 3rd Floor Large HR Boardroom

Chair: Employer

MERC Members:

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|------------------------------|--------------------------------|
| Tina Stevens, OPSEU Co-Chair | Mark Hine, Management Co-Chair |
| Karen Clark | Rojean Prince, CSD |
| Kaz Anwar | Vivienne Lipman, VVPD |
| Loretta Clark | Theresa Hillis, CPSLRC, TBS |
| | Diana Correia, CSMD |

Guests:

- Linda D'Amico, Workforce Policy and Planning Coordinator, CSD
- Jami McWade, A/Workforce Policy and Planning Coordinator, CSD
- Rachel Hui, Labour Relations Intern, CPSLRC, TBS
- Christopher Johns, Executive Director, Innovation Office, MD
- Michelle Flaro, Manager of Court Operations, CSD
- Lori Coleman, Director of Operations, Safety, Licensing, Appeals and Standards Tribunals Ontario (SLASTO)
- Rachel Langill, HR Business Advisor, CSMD
- Daniel DiCroce, Employee Relations Advisor, CPSLRC, TBS
- Vaia Pappas, Director Operational Support Branch, CSD
- Beverly Leonard, Director Court Operations, CSD
- Jennifer Stewart, Project Manager, CSD
- Anthony Lue Tam, Manager, Facilities Management Branch, CSMD
- Erik Andersen, AFP Architect, Facilities Management Branch, CSMD

| Ref # | Agenda Item | Issue | Follow-Up / Action |
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| Standing Items | | | |
| 1. Courts Modernization | | | |
| a. | Judicial e-Scheduling (Electronic Scheduling Program) | ESP has been rolled out in Thunder Bay, effective December 10, 2018 and will go-live in Brampton on December 17, 2018. | The Employer to provide an update at the next meeting. |
| b. | Provincial Offences Act (POA) – Part III | Further meetings will be held between the parties. | The Employer to provide an update at the next meeting. |
| c. | Courtroom Staffing Review | Independent evaluation has been conducted and a draft evaluation report is being reviewed by the Employer and OPSEU. | The parties to provide an update at the next meeting. |
| d. | Scheduling of Crown Operations Prepared Electronically (SCOPE) | SCOPE demo has been deferred to the next MERC. | The Employer to provide an update at the next meeting, including SCOPE demo. |
| 2. MAG Updates | | | |
| a. | Modernization Division | The Employer provided an update on a number of modernization initiatives. | |

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| b. | Court Services Division | The CSD newsletter will be issued in February 2019 with a focus on the People-First Plan. | |
| c. | Victims and Vulnerable Persons Division | The Employer provided an update on ongoing employee engagement activities within the division, including regional initiatives. | |
| d. | Criminal Law Division | No new updates. | |
| 3. Reports | | | |
| a. | Fixed Term Report (Article 16.5.1) | The Fixed Term report ending September 30, 2018 was provided by the Employer on October 22, 2018. | |
| b. | Conversion Reports (Article 31A.15) | The Conversion report ending September 30, 2018 was provided by the Employer on October 22, 2018. | |
| c. | FPT Deficit Hours (Quarterly Reports) | The Employer provided the finalized Q3 deficit hours report on November 21, 2018. | |
| d. | Job Descriptions | The Union received the report for September 2018 on October 12, 2018. The Union received the report for October 2018 on November 15, 2018. | |

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| 4. | Training and Development (Appendix 29) | Regional shared training calendars have been launched. In January, new regional mobile training centres will be running. | The Employer to provide an update at the next meeting. |
| 5. Court Security | | | |
| a. | Workplace Violence Statistics | The Union requested regional data on workplace violence statistics. | The Employer to invite JSSEM to the next MERC. |
| 6. | People-First Plan | The Employer provided an update on the people-first plan, including the Deputy Tour, focus group sessions for managers and crowdsourcing opportunities for employees on InsideOPS. The Employer also proposed hosting a focus group with Unions and Associations. | The Employer to provide an update at the next meeting. |
| Report Back Items | | | |

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| 7. | New Toronto Courthouse | The Employer provided an update on the new Toronto courthouse, including providing a presentation on the design. A staff transition committee is currently being established and justice participant committees to commence in 2019. | The Employer to provide an update at the next meeting. |
| 8. | Technological Change – Courtroom Modernization | The draft joint courtroom workstation health and safety toolkit is has been reviewed and approved by CSD directors of operations. The toolkit has been shared with the Union for feedback. | The Union to provide feedback prior to the next MERC. |
| 9. | Implementation of Independent Police Oversight Review Tabled: June 20, 2017 | The <i>Ontario Special Investigations Unit Act, 2018</i> (OSIU Act) remains on hold. The Employer will provide an update should the status of this change. | Remove from the agenda until further updates available. |
| 10. | CSD Rest Periods Tabled: June 20, 2017 | The Employer will be reviewing options with regional management. | The Employer to provide an update at the next meeting. |
| 11. | LERC Referral –Court Staff Attire (Local 526) Tabled: March 14, 2018 | Courtroom staff attire continues to be reviewed and evaluated under the Proof of Concept (PoC). Through PoC evaluation, feedback on modified court robes have been provided. The Employer is currently seeking approval to move forward with an implementation plan. | The current courtroom staff attire remains in place. An update will be provided once the PoC evaluation is complete. |

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| 12. | Pre/Post Court Time Tabled: June 14, 2018 | Pre- and post-court time was raised by the Union. The Union raised concerns about supervisors questioning staff on pre- and post-court time usage beyond the prescribed parameters. | The Employer to follow up. |
| 13. | LERC Referral – Potential Exposure to Hazardous Materials (Local 710) | The Union discussed further concerns in the Enforcement Officers role. The Employer has examined the details surrounding the issue and defers to the decision taken at the local management level, which is not to inoculate Enforcement Officers at this time. | Remove from the agenda. |
| 14. | Vicarious Trauma Tabled: September 13, 2018 | An information share was provided to the Union on November 28, 2018 regarding the ongoing work of the MAG Vicarious Trauma Committee. Professional vicarious trauma counselling services and other related support services are now available as part of the OPS Employee and Family Assistance Program (EFAP) service provider, Morneau Shepell. Employees in need of these services are encouraged to seek help and support from Morneau Shepell. | |
| 15. | LERC Referral – Contracts, Co-Op, Legal Admin, CMC (Local 228) | Defer to next MERC. | |
| 16. | LERC Referral – Eating Time and Breaks – 330 University Avenue, Trial Office (Local 526) | The Employer has followed up with management to understand the protocols. The matter continues to be investigated. | The Employer to provide an update at the next meeting. |
| New Business | | | |

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| 17. | Case Management Officer – SLASTO Presentation | <p>The Employer delivered a presentation on SLASTO's intent to implement a Case Management Model and Training Initiative that will support employee growth, fluidity in case assignments and enhanced customer service.</p> <p>The Union has requested further information regarding the reporting structure.</p> | The Employer to provide an update at the next meeting. |
| 18. | Unified Family Court | The Employer provided an update on the expansion of Unified Family Court. In February 2018, the federal government announced the creation of 12 new judicial appointments to be allocated to Ontario. Judicial appointments are expected for the Spring of 2019, and the Employer has begun implementation planning to support this timeline. As decisions are made, disclosure will be provided to the Union. | Remove from the agenda. The Employer to provide an update as decisions are available. |
| 19. | LERC Referral – Workload Issue in Estates Office (Local 526) Tabled: December 13, 2018 | The Union raised concerns regarding work backlogs in the Estates office and request for additional staff at 330 University Ave. | The Employer will follow up. |
| 20. | LERC Referral – Training of CCRs (Local 526) Tabled: December 13, 2018 | The Union raised concerns regarding training of new CCRs across four business lines. | The Employer will follow up. |

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| 21. | LERC Referral – Usage of Emergency Contact (Local 526) Tabled: December 13, 2018 | The Union raised concerns regarding the use of emergency contacts/WIN contact information by managers for: <ul style="list-style-type: none"> • non-emergency matters; and • after work hours | The Employer will follow up. |
| 22. | LERC Referral – Notification of Vacancies to Local President (Local 526) Tabled: December 13, 2018 | The Union raised concerns regarding the reporting of vacancies where reachbacks are occurring, in the absence of a local president. | The Employer will follow up. |
| 23. | LERC Referral – CTRS on Mediation Computers (Local 526) Tabled: December 13, 2018 | The Union raised concerns regarding the number of computer terminals available for CTRS sign in/out. | The Employer will follow up. |
| 24. | LERC Referral – Ergonomic Work stations (Local 526) Tabled: December 13, 2018 | The Union raised concerns regarding staff requesting sit/stand equipment without a health accommodation. | The Employer will follow up. |
| | | Next Meeting Dates | |
| | | <ul style="list-style-type: none"> • March 21, 2019 • June 25, 2019 • September 19, 2019 • December 10, 2019 | |

For the Union



Union Co-Chair
Tina Stevens

For the Employer



Employer Co-Chair
Mark Hine