

MINISTRY EMPLOYEE RELATIONS COMMITTEE (MERC) MEETING
December 8, 2016
222 Jarvis Street, Toronto – Burlington Boardroom

In Attendance

For the Union	For the Employer	Guests	Regrets
John Shirk, Co-Chair, OPSEU Rob Cox, Vice Co-Chair, OPSEU Vipin Sharma, OPSEU Roxanne Barnes, OPSEU	Michael Villani, Co-Chair, TBS Liz MacKenzie, TBS Vanessa Dunlop, TBS Antoinette Karner, TBS		Rob Dampier, OPSEU

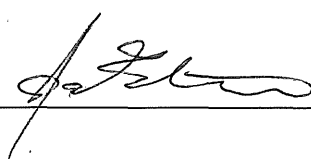
Standing Agenda Item	Background / Discussion	Action
Transformation / Vacancy / New Position Listings	Union requested confirmation of transformation activities in the Ministry. Management responded none other than what has already been disclosed ie. eSM	
Inclusion / Accessibility / Diversity	Management discussed positive initiative's throughout the Ministry including the Infrastructure Technology Services (ITS) Culture Network, Excellerate Program, Annual Diversity themes at Central Agencies Cluster (CAC) etc.	
Standing Agenda Item	Background / Discussion	Action
Fixed Term / Seasonal / Fee for Service Positions	The employer confirmed that an annual review is conducted on the use of Fee for Service IT contractors as a regular course of business. The union discussed fixed-term employee conversion as outlined in the collective agreement and	

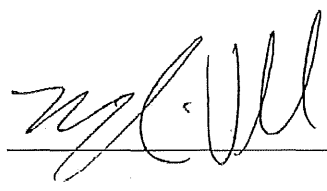
	suggested ways for management to proactively look at employees who may be eligible for conversion.	
Transition Exit Initiative (TEI)	The union requested the number of TEI application and approval numbers since January 2016.	
Employment Transition – Job Description Review	The union discussed employee concerns about out-dated job descriptions.	Management will assess the status of the currency (date) of job descriptions within a unit in Data Center Operations (DCO).
Security Screening Checks	The union asked about the security screening status of 3 positions that affect 5 employees. The employer agreed to review the status and next steps.	
Employee Engagement Survey	Management discussed Employee Engagement at CAC including the Green Team, the framework for Corporate Program Learning and Development (Building Leaders) and the Mentorship Program.	
Standing Agenda Item	Background / Discussion	Action
Projected Upcoming Retirements in 2016	The union requested the number of retirements for 2016. The parties discussed the potential impacts of retirement on workloads for current employees in the organization. The union requested that management look at upcoming retirements to see if there are potential opportunities for any employees in their notice period.	

MERC Terms of Reference (TOR)	The union will provide a draft TOR based on Appendix 29 of the collective agreement with some additional language related to caucus days and non-standard shift schedules.	
Business Arising Agenda Item	Background / Discussion	Action
Restructuring and Job Descriptions	Item to be removed from the agenda moving forward.	
Unfilled Vacancies / Location Changes	The union requested that when a position is posted for recruitment, all geographic locations are considered.	
Joint Health and Safety Committee	Management confirmed that each location with 20+ employees should have its own Joint Health and Safety Committee.	Management will assess the need and start the process of creating a Joint Health and Safety Committee in Peterborough, Oshawa, St. Catharines and Guelph.
TBS Local Employee Relations Committees (LERC)		The union to send to management the MGCS memo regarding a reach out from MERC to encourage union locals and management to work together in setting up LERCs.
Business Arising Agenda Item	Background / Discussion	Action
Post-retirement Insured Benefits	Item to be removed from the agenda as issue resolved through agreement between the Employer and OPSEU.	

New Business Agenda Item	Background / Discussion	Action
Telework	<p>Management confirmed that the process of telework candidate selection in ITS is done by a random draw, with representatives from each branch as well as a union representative. In CAC, employees apply and there is a committee that makes the decision.</p> <p>The union requested for management to confirm the selection process for any areas in TBS that have telework options for OPSEU employees.</p>	
Summer Students	Item will be referred to CERC for consideration.	
Maternity / Paternity Leaves	<p>The parties were unable to resolve the issue related to maternity/paternity leaves for fixed-term employees.</p> <p>Item will be referred to CERC for consideration.</p>	
Respectful Work Place Program	The union discussed concerns about harassment from clients within the IT Service Desk and suggested ways to help address the issue.	Management will raise the concern at the senior management team within ITS.

New Business Agenda Item	Background / Discussion	Action
Other	<p>The union requested the number of TBS OPSEU employees in each level of the ASMP program.</p> <p>Management will look to schedule a guest speaker to talk about the Health and Productivity Program.</p>	

Union Co-Chair: 

Management Co-Chair: 

Date: Dec 14 / 2016

Date: Dec 13, 2016

