



MEMORANDUM

TO: All Presidents with members in the Ministry of Community Safety and Correctional Services
All Stewards in the Ministry of Community Safety and Correctional Services

FROM: Ruth Hamilton, OPS Supervisor

DATE: April 2, 2013

SUBJECT: Ministry of Community Safety and Correctional Services
ERC Minutes – March 21, 2013

Attached, for your information, are the minutes of the above captioned meeting.

Please post or otherwise make them available to the members in your workplaces.

Please note a MERC referral form should be used when referring unresolved local issues to the ministry level. This form is available at <http://www.opseu.org/ops/merc/MERC%20Action%20Form.pdf>. Upon completion, the document should be forwarded care of the **Job Security Unit** with all supporting documentation e.g. minutes, correspondence, etc.

PLEASE NOTE: THESE MINISTRY MINUTES WERE PREPARED BY THE EMPLOYER.

AUTHORIZED FOR DISTRIBUTION:

IN SOLIDARITY,

A handwritten signature in black ink, appearing to read "Warren Thomas".

Warren (Smokey) Thomas
President

A handwritten signature in black ink, appearing to read "Ruth Hamilton".

Ruth Hamilton
OPS Supervisor

/jh

att: **Ministry of Community Safety and Correctional Services Minutes – March 21, 2013**

**Ministry of Community Safety and Correctional Services
Ministry Employee Relations Committee**

Minutes

Thursday, March 21, 2013
Maplehurst CC, 661 Martin Street, Milton

Attendees: For the Union

Dan Sidsworth (Co-chair)
Monte Vieselmeier
Gord Longhi
Jim Mitchell
Jim Paul

For the Ministry

Marg Welch (Co-chair)
Steve Small (Co-chair)
Emelie Milloy
Neil Neville

Resources:

- Kevin Sawicki, Director/A, HR Strategic Business Unit
- Mark Dittenhoffer, Manager, Employee Relations Advisory Services, HROntario
- Pauline Jones, Labour Management Liaison
- Anna Fernandes, Corporate Project Lead, Community Services

Regrets:

- Christina Danylchenko, MERC management member
- Jenny Cece, Coordinator, Continuity of Operations, Institutional Services

Note Taker:

- Lise Ledoux, Program Advisor to the MERC

New Business

1. MERC Administration –

- Live minutes will be taken at each meeting, shared with the field and posted on the MCSCS intranet site.
- Descriptive agenda items to be provided two weeks prior to each meeting.
- Discussions to take place prior to distributing information to the field.
- Employer will cover lunch costs when meetings are held at ministry sites.



2. **Staff composition and grouping of MERC sub-committees –**

Grouping: Employment Matters

- Sub-committee:
Alternative Discipline Resolution Process Committee (Appendix COR 32)

Union Members

Dan Sidsworth
Gord Longhi
Jim Mitchell
Monte Vieselmeyer
Jim Paul, OPSEU

Employer Members

Mary-Jo Knappett
Mark Dittenhoffer
Pauline Jones
Kevin Sawicki

- Sub-committee:
Probation and Parole Staffing Issues (Appendix COR 24, COR 25 and COR 30)

Union Members

Gord Longhi
Jim Mitchell
Other members tbd

Employer Members

Emelie Milloy
Lori Potter
Anna Fernandes
Brian Scott
SBU tbd

- Sub-committee:
Transition Grievance

Union Members

Tim Mulhall
Two MERC Members (rotational)

Employer Members

Greg Gledhill
Linda Elliott

- Sub-committee:
Fixed-Term

Union Members

Jim Mitchell
Jeff Weston (CNCC)
Tim Hannah (OCDC)

Employer Members

Sean Milloy
Tom O'Connell
Denise Scrivano
Pauline Jones

- Sub-committee:
Staffing Levels (Appendix COR 15)

Union Members

John Mengia (NDC)
Warren Guhbin (MHCC)
Monte Vieselmeyer

Employer Members

Al Quinn
Kevin Bell
Dan Smith



Dan Sidsworth
Gord Longhi
Scott MacIntyre (North Bay P&P)

Sean Milloy
Emelie Milloy
Michelle Amlin
Anna Fernandes

- Sub-committee:
New Institutions – South West Detention Centre

Union Members

Monte Vieselmeyer
Tammy Carson
Randy Simpraga (Windsor Jail)
Dave Fahey (Chatham Jail)
Joel Bissonnette (Sarnia Jail)
Jim Paul, OPSEU

Employer Members

Mike Wasyluk
Linda Elliott
Brian Trudell
OCSC rep
Jenny Cece
Laura McCready

- New Institutions – Toronto South DC

Union Members

Dan Sidsworth
Emidio Casullo
Dave Graves (TIC)
Rob McMillan (TJ)
Dan Marshall (Gord Cobb 2nd VP)
Jim Paul, OPSEU
Janet Holowka (OPSEU)

Employer Members

Rose Buhagiar
Linda Elliott
OCSC rep
Jenny Cece
Laura McCready
Brad Gill-Tamsu

- Sub-committee:
Transition (Appendix COR 8 and COR 16)

Union Members

Dan Sidsworth
Gord Longhi
Jim Mitchell
Monte Vieselmeyer
Jim Paul, OPSEU

Employer Members

Greg Gledhill
Linda Elliott
Lisa O'Brien
Pauline Jones

- Sub-committee:
Provincial Overtime Protocol

Union Members

Dan Sidsworth
Jim Mitchell
Jim Paul, OPSEU

Employer Members

Daryl Pitfield
Ken Fitzgerald
Sean Milloy



- Sub-committee:
Health and Productivity - Institutions

Union Members

Dan Sidsworth
Emidio Casullo (MHCC)
Jim Richards (MHCC)

Employer Members

Pauline Jones
Ann Fowler
Neil Neville

- Sub-committee:
Health and Productivity - Community

Union Members

Gord Longhi
Denise Sidsworth (Brampton P&P)
Other member tbd

Employer Members

Emelie Milloy
Michelle Amlin
Ann Fowler

Grouping: Offender Transportation

- Sub-committee:
Offender Transportation (Appendix COR 21)

Union Members

Dan Sidsworth
Greg Arnold (TBJ)
Dominic Bozzelli (MHCC)

Employer Members

Bob Cook
Brian O'Rourke
Jenny Cece

Grouping: Probation and Parole Officer Workload (Appendix COR 11)

- Sub-committee:
Workload

Union Members

Gord Longhi
Brian Dunham (Cornwall P&P)
Barb Friday (Thunder Bay P&P)
Ida Rosati (Mississauga P&P)
Lorraine Skitch (Brantford P&P)
Other tbd

Employer Members

Emelie Milloy
Judy Franz
Deborah Dumouchelle
Debbie Spence
Allar Viinamae
Brian Wilson
Jacqueline Grenon

Grouping: Security (Appendix COR 10 and COR 29)

Union Members

Jim Mitchell

Employer Members

David Ellis



Rob Nimer (TEDC)
Denis Collins (OCDC)

Daryl Pitfield
Stephen Rooke
Jenny Cece

Grouping: Diversity

- Sub-committee:
Systemic Change Steering Committee

Union Members

Gord Longhi
Mark Brewster (TJ)
Elaine Barnes (OCI)
Marg Smoke (OPSEU)
Jim Paul (OPSEU)
2 member tbd

Employer Members

Christina Danylchenko
Nils Riis
Jennifer Alphonso
Laval Binns
Wendy Love
Arlene Terry
Victoria Fichtenbaum

- Sub-committee:
Diversity

Union Members

Monte Vieselmeyer
Jennifer Roukkula (TBJ)
Nancy Hart-Day (Vanier)
Community Services (tbd)
Marg Smoke (OPSEU)

Employer Members

Christina Danylchenko
Marilyn Tomkinson
David Mitchell
Nils Riis
Anna Fernandes
Arlene Terry

Grouping: Training and Development (Appendix COR 6)

COTA / P&P – OCSC
Mental Health Training
Peer Mentorship – Institutions/Facilities
Peer Mentorship – Community
Professionalism in Corrections

Union Members

Jim Mitchell
Mike Lundy (TBJ)
Clark Moss (CECC)
Sonja Couturier (TEDC)
Todd O'Flaherty (Ajax P&P)
Scott McIntyre (North Bay P&P)

Employer Members

Ernie Harris
Bob Feere
Kathy Kinger
Wendy Love
Anna Fernandes

Grouping: Use of Force (Appendix COR 28)



Union Members
Dan Sidsworth
Monte Vieselmeyer
Jim Mitchell
Chris Jackel (CNCC)

Employer Members
David Hatt
Lynn Kenn
Stephen Rooke
Tom O'Connell

Action: Administration - Employer will draft a Terms of Reference regarding the sub-committees and share with the Union.

3. **Discussion about business arising from MERC minutes of June 19 and July 19, 2012 meetings**

Action: Minutes reviewed and signed off. Complete.

Previous Business:

Community Services items

1. **11 04 19: Accommodations in P&P –**

Action: Referred to newly established sub-committee. Complete. Remove from MERC agenda.

2. **11 04 19: Lateral transfers in P&P –**

Action: Referred to newly established sub-committee. Complete. Remove from MERC agenda.

Institutional Services items

1. **10 01 27: Correctional Officer Recruitment Unit** – Classes commencing in the Fall 2013. Job posting closes March 21, 2013. Union is concerned about the lack of staffing, filling vacancy, health and safety of current employees.

Currently there are no plans to transfer fixed-term youth officers to MCSCS.

Action: Updates to be provided when available.

2. **11 04 19: 2010 Auditor General Report** – meeting held.

Action: Complete. Item to be removed from MERC agenda.

3. **11 06 02: Transition Updates** – no updates.

Action: Will continue to provide regular updates.



4. **11 09 28 Thunder Bay Jail Improving Labour Relations –**
Action: MERC will contact the local parties to setup an onsite visit/meeting.
5. **11 09 28 Improving and Maintaining Local Labour Relations Re: Presidential Leave – Internet Access –**
Action: MERC members will be attending the Sudbury Jail on March 28, 2013 to discuss the issues.
6. **11 09 28 Length of time for Section 22 investigations to be shortened –**
Action: Union to contact the Chief of Oversight and Inspections, CISU to set up a meeting. New language for Section 22 will be discussed.
7. **11 09 28 Absenteeism Targets formerly ASMPP thresholds –** last targets have been met for the fourth year. Working with OSS in regards to the pay out. Anticipate first pay in June or earlier if possible.
Action: Complete. Remove from the MERC agenda.
8. **11 09 28 IS Incident Workload Issues –**
Action: Resolved through bargaining. Remove from the MERC agenda.
9. **11 11 23 Institutional Search Team (IST) –**
Action: Resolved through bargaining. Remove from the MERC agenda.
10. **11 11 23 Local 617 Sudbury Jail –**
Action: Refer to agenda item 5.
11. **11 11 23 Rank structure –** Union has previously raised concerns with the use of the title chief within the Ministry's rank structures. Has been raised with the Deputy Minister and waiting for a response.
Action: Employer will follow-up and report back at the next meeting.
12. **11 11 23 Report writing involving use of force –** Union continues to raise concerns with the curriculum. Union requests a copy of the training evaluation and an update on the status of the duty notebooks.
Action: Employer to provide a copy of the training evaluation and status on the duty notebooks to the Union at the next meeting.



13. **12 03 29 Toronto East DC** – Union reports that there is a verbal local agreement with Toronto Police Service and the Toronto East DC regarding the use of police services. Union is requesting formal agreements be put in place.

Action: Employer will follow-up with the Central Regional Office.

14. **12 03 29 Central East CC** –

Action: Employer will follow-up with the Eastern Regional Office.

15. **11 03 29 Police Liaison Officers in Institutions** –

Action: Employer will share a draft protocol with the MERC Union co-chair.

Both Community and Institutional Services items

1. **09 09 29 French Language Services (FLS) Requirements** – Union's concerns have not been addressed. Still issues with disproportionate numbers in some offices.

Action: Employer will review FLS' presentation and respond at the next meeting.

2. **12 03 29 Motor Vehicle License suppression** –

Action: Union co-chair will contact Coordinator of the Program.

3. **12 05 09 Union Request a Meeting with the Deputy Minister** – on February 27th, MERC met with the Deputy Minister and all ADMs. Discussed setting agenda and moving forward post bargaining.

Action: Union requesting follow-up meeting to be scheduled in September.

4. **12 06 19 CISU** –.

Action: Refer to no. 6 – Institutional Services.

5. **12 06 19 Joint Incident Review** –

Action: Issue resolved. Remove from the MERC agenda.

6. **12 06 19 Assaults on Staff** – Union open letters to Kawartha Lakes Police Service/Ontario Association of Chiefs of Police regarding lack of support regarding charges being laid against offenders for assaults against staff. Union requesting Employer support with this issue. Union is also requesting that the policy about blood testing be jointly re-issued to the field.



Action: Discussions are ongoing with the OACP regarding attendance at institutions to investigate assaults on staff.

Standing Items:

1. **Systemic Change Steering Committee (formerly SAROC)** – next meeting scheduled on March 27th.
2. **Diversity Sub-Committee** – Employer provided the Union with the Diversity Report for July to December 2012. Employer related that participation on this committee for probation and parole will be a duty assignment and would be reflected in the WAT tool and the weighting will be recognized in the individual office. Union's perspective is that backfill should be provided to avoid work being spread amongst other PPOs.
3. **Labour Relations / Regional Labour Relations Forum (RLRF)** – ADM, IS has indicated that there will not be any further meetings at this time. The Employer recommends removing the RLRF from the agenda as no further meetings will be scheduled. However, the Labour Relations will be kept on the agenda as a standing item. Union will bring the RLRF issue to the Deputy Minister and request that the item not be removed from the agenda at this time.
4. **Fixed Term Correctional Officer Hours and Number of Unclassifieds (provided quarterly)** –

Action: Employer to provide update.
5. **Hardcopy of Superintendents List E-Copy** –


Action: Employer to provided updated list.
6. **Employee Stability List** – no update.

Meeting Schedule:

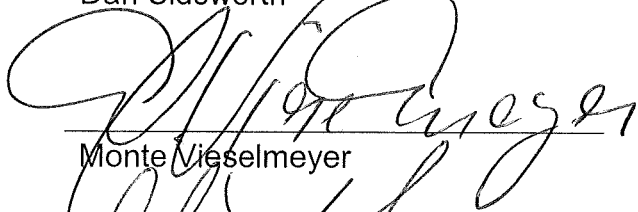
- May 14 & 15, 2013 (9 a.m.) – Toronto South DC, Toronto
- June 19, 2013 (10 a.m.) – Western Regional Office, London
- September 11, 2013 (10 a.m.) – South West DC, Windsor
- October 17, 2013 (9 a.m.) – MCSCS, 25 Grosvenor Street, Toronto
- December 3, 2013 (9:30 a.m.) – OPSEU Central Regional Office, Toronto
- January 14, 2014 (10 a.m.) – MCSCS, 25 Grosvenor Street, Toronto




For the Union:



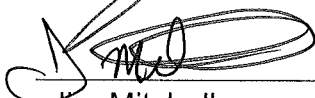
Dan Sidsworth




Monte Vieselmeyer



Gord Longhi

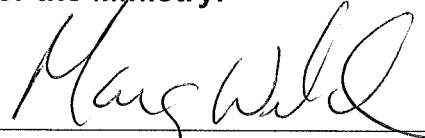


Jim Mitchell

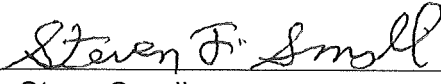


Jim Paul

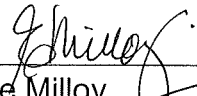
For the Ministry:



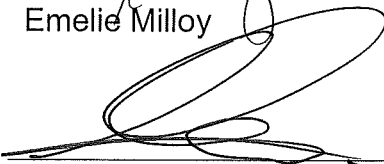
Marg Welch



Steve Small



Emelie Milloy



Neil Neville