

# **Ministry Employee Relations Committee**

## **MCSCS - Correctional Services**

### **Minutes**

Wednesday, January 24, 2018

Ontario Correctional Institute, 109 McLaughlin Road South, Brampton

### **Attendees**

#### **For the Union**

- Monte Vieselmeyer (Co-chair)
- Scott McIntyre
- Chris Jackel
- Chad Oldfield
- Sandra Harper

#### **For the Ministry**

- Christina Danylchenko (Co-chair)
- Arlene Berday (Co-chair)
- Barb Forbes

#### **Regrets**

- Daryl Pitfield

#### **Resources**

- Bart Nowak, Director, HR Strategic Business Unit
- Brian Scott, Manager, Employee Relations, Bargaining and Compensation
- Jenny Cece, Manager, Labour Management Liaison Manager
- Anna Fernandes, Deputy Regional Director, Community Services, Central Region

#### **Guests**

- Paul Wishak, Senior Manager, Corrections IT, Corrections - Operational Support
- Ken Fitzgerald, Director, Modernization, Innovation, Data & Analytics Strategy  
Modernization Division
- Daniel Alakas, Chief of Oversight & Investigations Correctional Services,  
Correctional Services Oversight & Investigations
- Sandy Bandhu, Manager, Correctional Services Oversight & Investigations

## Observers

- Lou-Ann Lucier, Regional Director, Institutional Services Central Region
- Brad Tamcsu, Superintendent, Ontario Correctional Institute
- Kevin Junor, Deputy Superintendent, Ontario Correctional Institute
- Barry Roy, President, Local 229, Ontario Correctional Institute
- Tracey Zalman, First Vice President, Local 229, Ontario Correctional Institute
- Adam Cygler, Treasurer/Steward, Local 229, Ontario Correctional Institute

## Note Taker

- Lise Ledoux, Employee Relations Committee Coordinator

## Previous Business

### Institutional Services items

1. **14 01 14 eRoster** – update on eRoster rollout provided. Three institutions have been identified for a soft launch: Stratford Jail – January 29<sup>th</sup>, Sarnia Jail – February 12<sup>th</sup> and Hamilton-Wentworth DC – March 26<sup>th</sup>.

Action: Employer will schedule a demonstration and training session for MERC Union members, Grievance Officers and Employee Relations Advisor before February 12<sup>th</sup>.

2. **16 03 31 Status of Segregation Review** – committee discussed the reviews of segregation which were completed by the ministry and the independent reviewer Mr. Sapers.

Action: Complete. Remove item from the agenda. Segregation issues to be included and discussed in agenda item 13 (Management of Assaultive Inmates).

3. **16 09 14 Bargaining Unit Security Assistant** – Employer reviewed the Union's proposal and is not supported. The Union suggests there would be benefit for this position and will continue to advocate for this position.

Action: Remove item from the agenda.

4. **16 09 14 Issues Affecting Correctional Nurses** –

Action: Operational Support will participate in a meeting to be scheduled.

- 5. 17 02 01 Utilization of Body Scanners during institutional searches –**  
Employer is reviewing the Union’s pilot proposal.

Action: Item to be renamed to provide clarity as the Union’s Proposal for a Full Institutional Search utilizing Body Scanners outside of the Weapons Threat Protocol. Employer to respond to the Union by the end of February.

- 6. 17 02 01 Section 22 process –** discussion occurred with the Chief, CSOI regarding investigative processes and structure of the Unit, use of force investigations and timelines. The Union will continue to engage with the Chief, CSOI as necessary.

Action: Move item to Standing Items.

- 7. 17 02 01 Continued use of RPMs, not collapsed into BAMs –**

Action: Employer and Union co-chair to schedule a meeting.

- 8. 17 02 01 Local President Leave –**

Action: deferred.

- 9. 17 04 05 Application of the Suicide Policy –** Operational Support is reviewing the policy for consistency.

Action: Employer co-chair will share a draft of the policy with the Union when available.

- 10. 17 06 12 OTIS Access for Correctional Officers –** officers have access to OTIS screens based on their functional role.

Action: Union will advise if they wish OTIS training for committee members.

- 11. 17 06 12 Recreation Officers Training/Job Competitions –** the Parties are reviewing past training requirements.

Action: Update to be provided at the next meeting.

**12.17 09 27 Ontario Correctional Institute** – representatives from OCI were in attendance at today's meeting and agreed to remain at local level pending remedy. MERC encourages the LERC to attend Employee Relations Committee Training (Level 1).

Action: Update to be provided at the next meeting.

**13.17 09 27 Management of Assaultive Inmates** – meeting was held on January 22<sup>nd</sup>. Employer has agreed to establish a MERC subcommittee and will draft Terms of Reference.

Action: Meeting has been scheduled for March 26<sup>th</sup>.

**14.17 12 12 Correctional Officer Performance Appraisals** – the Strategic Business Unit (SBU) will take the lead to define a process and develop templates.

Action: Once a process is defined, the SBU will report back.

### **Community Services items**

1. **14 09 10 PPO Staffing Issues** – the package of materials is being assembled for approval and the next meeting is scheduled for February 7<sup>th</sup>.

Action: Update to be provided at the next meeting.

2. **17 09 27 PPORP Rollovers** – Parties met on December 15<sup>th</sup> and continue to discuss. Union requested the PPORP statistics for 2017.

Action: Employer to provide statistics.

### **Both Institutional and Community Services Items**

1. **14 03 25 Correctional Services Staff Monument** – planning is underway for the unveiling which includes approvals regarding inscriptions on the monument and the benches. Also drafting messaging to encourage staff participation.

Action: Update to be provided at the next meeting.

2. **16 03 31 MERC/LERC Training** –

Action: no current scheduled dates.

3. **16 09 14 Retired Ceremonial Unit members attending events** – decision note has been submitted however has been returned for revisions.

Action: Update to be provided at the next meeting.

4. **17 09 27 License Plate production** –

Action: deferred.

5. **17 09 27 MOA for non-correctional officers and non-probation and parole officers** – still under review.

Action: deferred.

## Standing Items

1. **MERC Diversity Subcommittee** – memo introducing the launch of the Local Diversity, Indigenous, Inclusion Action Committees (DIAAC) has been approved and will be distributed to the field on January 29<sup>th</sup>. The Terms of Reference and Expression of Interest for the Speakers Bureau Program were signed on January 11<sup>th</sup>.
2. **Employment Stability List** – one staff elected to be surplus on January 18<sup>th</sup> in conjunction with the Brantford Jail closure and opted for pay in lieu.
3. **Probation & Parole Workload Subcommittee** – Time tracking of ILOs continues. The Parties continue to monitor the workload impacts of the OPB legislative changes. Next P&P Workload meeting is scheduled on January 30<sup>th</sup>. Union continues to be concerned with the staffing levels.
4. **Direct Supervision Subcommittee** – no update. Next meeting scheduled on March 22<sup>nd</sup>.
5. **Modernization Division** – Division has been forming since the Summer of 2017 and looking at broad areas of responsibility in policy/procedures, health care, training/learning and data/analytics.

6. **Women Secure Treatment Unit (WSTU)** – MCSCS and MOHLTC are developing an ADM-level MOU to define the provisions of the mental health services and supports.
7. **List of Superintendents** – revised list was emailed to MERC members on January 23<sup>rd</sup>.
8. **Transition Updates** – Brantford Jail staff have all reported to their new assignment on January 2<sup>nd</sup>. Eighteen remain as part of the decommissioning team.
9. **Dedicated female units in existing institutions (JAHN Remedies)** – no update.
10. **Statistics** – the following statistics were shared via email on December 28<sup>th</sup>:
  - Inmate-on-Staff – January to June 2017
  - Client-on-Staff – January to June 2017
  - Fixed-Term and Overtime Hours Worked – End of Quarter 2

Union is requesting statistics on ICIT activations/deployments.

Action: Employer will review the Union's request and report back.

11. **New builds for Ottawa-Carleton DC and Thunder Bay CC/Jail** – transition teams have been established at both sites and a joint meeting was held on January 17<sup>th</sup>. Work continues with trying to identify sites for the two builds.
12. **Institutional Services HPP Subcommittee** – no update.
13. **Provincial Audits** – Union is inquiring on the status of post audits. Employer confirmed that an audit of the post audits has been completed. The Employer is currently reviewing the recommendations for future post audit process.

Action: Union to be advised when post audits are to be re-implemented.
14. **Community Services HPP and Accommodations Subcommittee** – next meeting scheduled on February 1<sup>st</sup>.

## New Items

1. **Employer's Use of Telematics collected** – Union is inquiring about the use of telematics collected from fleet vehicles as discussed at CERC.

Action: Employer will provide an update.

2. **Status of Bailiff HPRO** – the Employer is addressing technical issues with the multiples servers required for HPRO.

Action: Update to be provided when available.

3. **Capacity numbers for each institution and present inmate count** – Union requesting count and capacity information.

Action: Employer will review and respond.

4. **Non-medical workplace accommodations** – the Employer is supportive of appropriate workplace accommodations that meet the Employer's obligations under the Human Rights Code.

Action: Remove item from the agenda.

5. **Inmate Tracking Solutions** – the Modernization Division issued a Request for Information to provide information about commercially available technology solutions for inmate tracking related to in and out of cells.

Action: Remove item from agenda. Employer will provide updates through the Modernization Division item in Standing Items.

6. **ASMP** – Union is requesting clarification regarding the disclosure on December 5, 2017.

Action: Employer to follow up.

7. **Behavioural contracts for inmates** – Union is requesting clarification and policy with regards to the use of behaviour contracts.

Action: Employer will review.

**8. Establish subcommittee to review inmate on staff assaults** – the Employer is not supportive of establishing a standalone committee to review statistics on inmate on staff assaults.

Action: Parties will discuss further as part of Item 13 above - Management of Assaultive Inmates. Remove item from the agenda.

**9. Inmate assaults statistics** – Union recommends that the statistics be categorized by sentenced vs. remand. The current system doesn't calculate between sentenced and remanded clients.

Action: Employer will consider the Union's recommendation and share with the Modernization Division. Remove item from the agenda.

**10. Provincial Security Working Group** – Union requesting more information regarding the mandate of this working group.

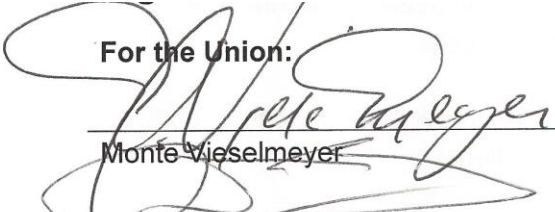
Action: deferred to the next meeting.

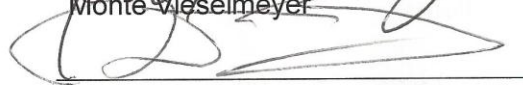
## Next Meeting

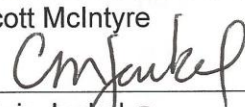
- Thursday, April 5, 2018 (Union to determine location)


## Signatures

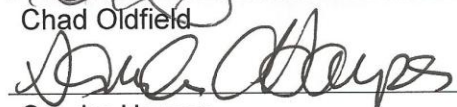
For the Union:

  
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Monte Wieselmeyer

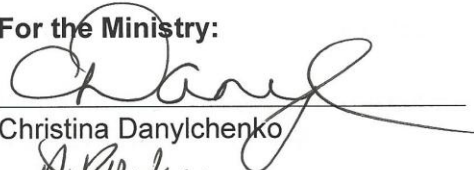
  
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Scott McIntyre

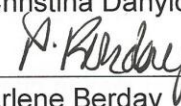
  
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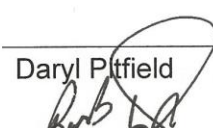
  
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Chad Oldfield

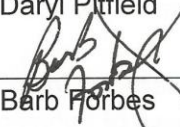
  
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Sandra Harper

For the Ministry:

  
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