

Ministry Employee Relations Committee

MCSCS - Correctional Services

Minutes

Tuesday, June 12, 2018
25 Grosvenor Street, Toronto

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
- 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

- Ali Veshkini, Chief Administrative Officer/Assistant Deputy Minister, Corporate Services
- Rob Greene, Director, Facilities and Capital Planning Branch
- Jim Nairn, Manager, Trilcor Industries

Note Taker

- Lise Ledoux, Employee Relations Committee Coordinator

Previous Business

Institutional Services items

1. **14 01 14 eRoster** – a second demonstration/training session has been scheduled for July 20th for those that missed the first session. Stratford Jail, Sarnia Jail, Provincial Bailiffs and the North Bay Jail have launched eRoster.

Action: Employer will share a revised implementation schedule when available.

2. **16 09 14 Issues Affecting Correctional Nurses** – Employer will request a meeting date with the Modernization Division.

Action: Employer to advise on a meeting date.

3. **17 02 01 Union's Proposal for a Full Institutional Search utilizing Body Scanners outside of the Weapons Threat Protocol** – as per the PJOHSC minutes, the use of scanners for random unit searches throughout the year per the policy is supported.

Action: Request for pilot is deferred.

4. **17 02 01 Continued use of RPMs, not collapsed into BAMs** – meeting was held on February 8th and issues resolved.

Action: Item to be removed from the agenda.

5. **17 02 01 Local President Leave**

Action: Deferred.

6. **17 04 05 Application of the Suicide Policy** – work continues on revision of the policy.

Action: Update to be provided at the next meeting.

7. **17 06 12 OTIS Access for Correctional Officers** – Union is requesting training for MERC members.

Action: Employer will schedule training.

8. **17 06 12 Recreation Officers Training/Job Competitions** – Employer is gathering job descriptions from various institutions.

Action: Employer and Union will meet to review the gathered information.

9. **17 09 27 Ontario Correctional Institute** – committee continues to monitor local labour relations. Parties encourage the local to attend ERC Level 1 training.

Action: Item to be removed from the agenda.

10. **17 09 27 Management of Assaultive Inmates** – Employer shared a draft terms of reference (TOR). Committee members to be identified.

Action: Union will review the draft TOR and respond. Employer will schedule a meeting.

11. **17 12 12 Correctional Officer Performance Appraisals** – SBU is in the process of developing a project plan for this initiative. Various stakeholders including MERC will be engaged in discussions.

Action: Update to be provided at the next meeting.

12. **18 01 24 Status of Bailiff HPRO** – eRoster has been installed.

Action: Item to be removed from the agenda.

13. **18 01 24 Capacity numbers for each institution and present inmate count** – Employer is in the process of setting up sharing of information via email on Mondays with the Union co-chair through the office of ADM, IS.

Action: Item to be removed from the agenda.

14.18 01 24 Behavioural contracts for inmates – Union is requesting clarification and policy with regards to the use of behaviour contracts. Union raised concerns at one facility.

Action: Employer will review and respond.

15.18 01 24 Provincial Security Working Group – this group is managerial base (deputy superintendents and security managers).

Action: Employer will invite Provincial Emergency Response and Security to attend PJOHSC meeting to provide ongoing updates. Item to be removed from the agenda.

Community Services items

1. **14 09 10 PPO Staffing Issues** – ADM, CS is in receipt of the documents and continues to review materials for the Backfill Pool.

Action: Update at the next meeting.

2. **17 09 27 PPORP Rollovers** – 2017 PPORP statistics were shared with the Union.

Action: Deferred.

Both Institutional and Community Services Items

1. **14 03 25 Correctional Services Staff Monument** – unveiling of the monument “Hours of the Day” was held on May 7th. The annual event will be held in May of each year during Correctional Worker Appreciation Week.

Action: Item to be removed from the agenda.

2. **16 03 31 MERC/LERC Training** – MERC members attending Level 2 training on June 27th. MERC continues to support LERCs and RERCs to attend training.

Action: Item to be removed from the agenda.

3. **16 09 14 Retired Ceremonial Unit members attending events** – process forthcoming.

Action: Employer will share final process with the Union prior to the next meeting.

4. **17 09 27 License Plate production** – Jim Nairn provided an update on the in house license plate production and long range forecasting.

Action: Item to be removed from the agenda.

5. **17 09 27 MOA for non-correctional officers and non-probation and parole officers**

Action: Deferred.

6. **18 01 24 Employer's Use of Telematics collected** – Employer shared information on the data collected. Union will forward additional questions to the Employer.

Action: Employer will follow up on questions raised and report back at the next weekend.

7. **18 01 24 ASMP** – no update at this time. The program continues to apply to Correctional Services employees. Statistics are no longer being provided centrally to the ministry. The Union is requesting ASMP data be shared. The Union further requests information regarding the December 2017 disclosure on the implementation of a new or revised program.

Action: Employer to follow up.

Standing Items

1. **MERC Diversity Subcommittee** – DIIAC launch memo was distributed to the field on January 29th. Working group created timelines/deliverables. Subcommittee is moving forward on many initiatives.
2. **Employment Stability List** – no active staff on the list.

3. **Probation & Parole Workload Subcommittee** – last meeting was held on March 26th. Next meeting is scheduled for July 25th. Minutes are distributed to the field. Item to be removed from the agenda.
4. **Direct Supervision Subcommittee** – meetings were held on March 23rd and May 30th. Joint new transition team staff from Thunder Bay and Ottawa and DS Subcommittee members toured and job shadowed on May 29th at the South West DC. Positive feedback received and attendees found to be very productive. A tour and job shadowing has been scheduled at Toronto South DC for September 18th with the DS Subcommittee meeting on September 19th.
5. **Modernization Division** – will present at the next meeting.
6. **Women Secure Treatment Unit (WSTU)** – anticipate being operational in the summer of 2020.
7. **List of Superintendents** – Employer shares update when available. Item to be removed from the agenda.
8. **Transition Updates** – decommissioning of the Brantford Jail was completed on March 29th.
9. **Dedicated female units in existing institutions (JAHN Remedies)** – the Union is scheduling a meeting with the Independent Reviewer. Rename item to JAHN Settlement and Remedies.
10. **Statistics** – statistics shared when available. Union requesting statistics on activations/deployments.

Action: Employer gathering statistics and will report back.
11. **New builds for Ottawa-Carleton DC and Thunder Bay CC/Jail** – a public open house was held in Thunder Bay which included current versus future designs was well received and very positive. It has been confirmed that the Thunder Bay facility will be built on the correctional centre's site.
12. **Institutional Services HPP Subcommittee** – OCI is in the process of implementing HPP. Should local HPP subcommittees require training, regional or local sessions will be scheduled depending on numbers.

13. Provincial Audits – Employer reviewing new evidence based staffing process with the Modernization Division. Union has concerns about transparency of the process and realistic timelines.

14. Community Services HPP and Accommodations Subcommittee – subcommittee has been renamed to Health and Productivity Program – Community Services. Subcommittee met on June 6th and the next meeting is scheduled on September 11th. Minutes are shared with the field.

15. Section 22 process – Deputy Erry announced on February 15th that Daniel Alakas was temporarily reassigned to the OPP and Kevin West is acting on an interim basis as Director, Oversight and Investigation, CSOI.

New Items

1. Community Hubs Initiative – Union requesting the status of these hubs and what roles do they play in MCSCS.

Action: Employer will review the presentation made at CERC.

2. Direct Supervision Training for TSDC and SWDC – ADM, IS is in the process of reviewing the proposal submitted regarding training of current correctional officers and management employees who have not received the NIC training and identify a process moving forward.

Action: Update to be provided when available.

3. Two items forwarded from FXT Subcommittee

a) **Request to change minimum required hours for FXT rollover eligibility** – Union is requesting that the MOA be revised to reduce rollover eligibility from 18 months to 12 months.

Action: Employer will review and report back.

b) **Hiring of FXTs under the Provincial Overtime Protocol** – Union requesting clarification in the hiring process for FXTs.

Action: Employer will respond.

- 4. Allocation of FXT resources** – Union has concerns that institutions will reach saturation points.

Action: The Employer is working with Correctional Services Recruitment Unit and will report back.

- 5. Mandatory Blood Testing Act (MBTA)** – The committee wishes to remind all staff of the MBTA policy ([Significant Exposure to Blood and/or Body Fluids](#)).

Action: Item to be removed from the agenda.

- 6. Appendix COR15 Provincial Staffing Levels** – Union requested a reestablishment of the mandate set out in Appendix COR15 of the Collective Agreement committee specific to institutional services.

Action: deferred.

- 7. Provincial STICS committee** – Union is proposing the establishment of provincial STICS committee. Employer advised that the current Eastern Region Advisory committee will be restructured to a provincial committee. RERC co-chairs and community services MERC representatives will be members.

Action: The Provincial STICS Advisory committee will develop a terms of reference. Remove item from the agenda.

- 8. STICS timelines & resources** – Coaches, Feedback Writers and Trainers are selected via an Expression of Interest (EOI) process and all current EOIs have been issued. Eastern Region STICS 100 training is complete. Northern Region is nearing the completion of capacity building and STICS 100 sessions are scheduled to commence in the Fall 2018. Capacity building has just begun in Central and Western Regions, STICS 100 session are scheduled to commence in the fall of 2019. The Employer advises that backfill has been provided for all case carrying PPOs that have assumed any STICS role. Full provincial implementation of STICS is anticipated to be completed by 2020. PPOs are expected to implement STICS upon completed of STICS 100.

Action: Item to be removed from the agenda.

9. Launch of Peer Mentorship – community services MERC co-chairs continue to discuss an appropriate launch date. The e-learning module is currently being updated.

Action: Update to be provided at the next meeting.

10. Caseload Statistics – Union requesting additional statistics to the current caseload statistics which would be inclusive of protocol cases.

Action: Employer to follow up.

11. Employee Attendance Support Program (EASP) – Union requests that the EASP slide deck be shared. This program impacts on non-COR unified members within the Ontario Public Service.

Action: Employer will share the slide deck.


Next Meeting

- Thursday, September 6, 2018 (Union to determine location)

Signatures

For the Union:


Monte Meselmeier


Scott McIntyre


Chris Jackel


Chad Oldfield



Sandra Harper

For the Ministry:


Christina Danylchenko


Arlene Berday


Daryl Pittfield


Barb Forbes