

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

**Minutes**

Wednesday, June 19, 2013

Western Regional Office, 150 Dufferin Avenue, Suite 704, London

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**Attendees: For the Union**

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

**For the Ministry**

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

**Resources:**

- Kevin Sawicki, Director/A, HR Strategic Business Unit
- Pauline Jones, Labour Management Liaison
- Sean Milloy, Employee Relations Advisor, Centre for Employee Relations
- Anna Fernandes, Corporate Project Lead, Community Services

**Regrets:**

- Mark Dittenhoffer, Manager, Employee Relations Advisory Services, HROntario
- Jenny Cece, Coordinator, Continuity of Operations, Institutional Services

**Guests:**

- Dan Smith, Superintendent, Elgin-Middlesex DC
- Tom Dykstra, Deputy Superintendent, Elgin-Middlesex DC
- Jeanine Genest, Operational Manager, Elgin-Middlesex DC
- Trish Goden, Elgin-Middlesex DC, President Local 108
- James Coull, Elgin-Middlesex DC, Vice President Local 108
- Kristi Galloway, Elgin-Middlesex DC, Local JHSC Co-chair Local 108
- Marg Smoke, OPSEU Human Rights Officer
- Rain Loftus, OPSEU Staff Representative

**Note Taker:**

- Lise Ledoux, Program Advisor to the MERC



**Previous Business:**

**Institutional Services items**

1. **10 01 27 Correctional Officer Recruitment Unit** – there is a current posting for 80 correctional officer positions that is closing on June 28<sup>th</sup>. The present recruitment process has not been completed. The recruitment process takes 32 weeks. The Union is requesting a list by rank and location for each candidate.

**Action:** The Employer will provide the rank list once the new staff have completed the security clearance and FITCO testing.

2. **11 06 02 Transition Updates** – MOA for transition was signed off at the South West DC on June 17<sup>th</sup>.

110 staff from feeder institutions have toured the Toronto South DC. Building preparation – ongoing variation work continues and is expected to be completed by mid-October 2013. Intranet and internet – updates have been posted. Monthly meetings with local president, MERC Union co-chair continue and have been scheduled to December 2013. Direct Supervision – working with South West DC team to implement. Expression of interest for direct supervision associate trainers for sergeants and correctional officers at Toronto Jail, Toronto West DC and Toronto Intermittent Centre will be posted on June 24<sup>th</sup>. Several working groups continue to meet and health and safety inspections scheduled.

Union informed that they have worked with the Employer to rollover 130 positions since ratification of the Collective Agreement. There are three outstanding issues from Hamilton-Wentworth DC, Branford Jail, Toronto West DC that will be dealt with at the Board on July 5<sup>th</sup>.

**Action:** Ongoing.

3. **11 09 28 Length of time for Section 22 investigations to be shortened** – Union is requesting when they can disclose the Rooke Report. The Employer did share with the Union the length of time that investigations have been reduced to. At this time the Report is confidential.

**Action:** The ADM, IS will inquire when the Report can be released.

4. **11 11 23 Rank structure** – ADM, IS provided a copy of the cross-jurisdictional scan to the Union.

**Action:** Union to review and provide feedback.



5. **11 11 23 Report writing involving use of force** – there was no evaluation included as part of the course, however, it will be included in future.

ADM, IS provided a list of responsibilities for each of the Field Intelligence Officers. Union has requested clarification with respect to an additional position from the list provided.

Union has requested a copy of the Unit's reorganized list.

Action: ADM, IS will get an update.

6. **12 03 29 Toronto East DC (use of police service/agreements)** – negotiations are ongoing between the Regional Director, IS, Central Region and the Union. The Union continues to have concerns with the overlap of schedules.

Action: Regional Director, IS will contact the Union with an update.

7. **12 03 29 Central East CC (flexible hours of work arrangements)** – Superintendent, CECC reports that they will support flexible work hours in the program area based on an individual basis.

Action: Complete. Remove from the MERC agenda.

8. **12 03 29 Police Liaison Officers in Institutions** – Union supports the best practices document.

Action: ADM, IS will distribute the best practices document to affected institutions.


9. **13 06 19 Training initiatives re: Direct Supervision** – Union raised concerns regarding qualifications of the instructors. The Employer has agreed to send the instructors for certification training at the National Institute of Corrections in Denver.

The Union questioned why they were not involved / invited on the tour at the Wayne County, Michigan institution on May 31<sup>st</sup> and request who attended. The Union is also requesting for a follow-up report on the findings.

Action: Regional Director, IS, Western Region will follow-up.

10. **13 06 19 Tour of Toronto South DC Medical Health Assessment Unit** – Smokey Thomas, President of OPSEU toured the Unit on May 21<sup>st</sup> with the local presidents.

Action: Complete. Remove from the MERC agenda.



11. **13 06 19 Toronto South DC – CAMH proposed delivery model / Union’s concerns** – the Employer made disclosure regarding CAMH. Union raised concerns with the delivery model, CAMH staff doing OPS bargaining unit work.

Action:

Both Community and Institutional Services items

1. **09 09 29 French Language Services (FLS) Requirements** – the Employer reviewed the designations in the Northern Region, a report was submitted to the ADM, CS and approved. Adjustments will be made in affected locations. The position will be moved to a vacancy where French language services is required.

Action: Complete. Remove from the MERC agenda.

2. **12 05 09 Union Requested a Meeting with the Deputy Minister** – the Union met with the Deputy Minister on May 31<sup>st</sup> and received a briefing on the Rooke Report. Union is requesting another meeting with the Deputy Minister to go over the Ombudsman’s Report as per the Collective Agreement.

Action: ADM, IS will set up a meeting.

3. **12 06 19 Assaults on Staff and Level of Violence Statistics** – Employer advised that the Union will receive a chart including the number of incidents from 2002 and the number of staff incidents from 2010.

ADM, IS provided a revised draft policy on Mandatory Blood Testing reflecting comments/feedback from the Union.

Action: ADM, IS will share the statistics chart with the Union within the next two weeks. Union to provide any further feedback regarding the policy to the ADM, IS as soon as possible.

4. **13 03 21 Staff composition and grouping of MERC sub-committees** – COR 25 from the PPO Staffing Levels Subcommittee which addresses staffing realignments for Probation and Parole Officers in the event of downsizing has been reassigned to the Transitions Subcommittee.

Action: Union will provide comments in writing to the Employer regarding the draft Terms of Reference.

Standing Items:

1. **Systemic Change Steering Committee (formerly SAROC)** – good progress is being made. Still significant work to be completed. Union is still concerned that the gender balance numbers are substantially no different then when the orders were

struck for certain job classifications. Two MOAs were signed on June 18<sup>th</sup>: WDHP tracking registry and protocol and the mediation program. There was also agreement on the mentoring program.

2. **Diversity Subcommittee** – co-chairs have had discussions and a meeting date will be scheduled soon.
3. **Labour Relations / Regional Labour Relations Forum (RLRF)** – the Union continues to request that RLRF meetings take place emphasizing the need following the Ombudsman's Report.

Action: Decision to be deferred until after the requested meeting with the Deputy Minister.

4. **Fixed Term Correctional Officer Hours and Number of Unclassifieds (provided quarterly)**

Action: To be provided in July.

5. **List of current Superintendents** – no update.

6. **Employee Stability List** – no update.

7. **ASMP Statistics** – no update.

Action: Employer will provide when available.

#### **New Business:**

1. **13 06 19 Presidential Leave (Hamilton-Wentworth DC)** – Employer shared a draft memorandum of settlement with MERC and the local President for review.

Action: Pending upon review.

2. **13 06 19 Custodial training to be made mandatory** – Union is requesting that non-correctional staff working with offenders be mandated to take the training prior to supervising offenders alone.

Action: ADM, IS agrees with this and will advise the Regional Directors on June 20<sup>th</sup>.

3. **13 06 19 EMDC update on infrastructure repairs** – work is progressing (door replacement, cameras have been installed however waiting for delivery of parts for the intercom, roof project continues).

Action: Ongoing.



4. **13 06 19 Ombudsman's report, Community Service Boards, PPE, level of violence in workplace, next steps** – Employer advises that they will respond to the recommendations, further discussions/meetings will take place.

The Union is meeting with local Presidents in institutions on June 20<sup>th</sup> which will be followed by a press conference.

The Union raised concerns with the cases the Ombudsman has included in his report that are still in front of GSB or Criminal Courts. By including these examples, the Union feels he may influence their outcomes. In addition, the Union raises concerns that individuals can be identified and that his Report puts their and their families' health and safety at risk.

The Employer wants to make it clear that there is zero tolerance for excessive use of force.

The Employer advises that Community Advisory Boards are scheduled to be in place at the Elgin-Middlesex DC and other locations by the Fall.

Action: Union has requested a meeting with the Ombudsman to discuss his Report in addition to the request for a meeting with the Deputy Minister.

5. **13 06 19 Stand alone and scope of Correctional Division** – the Union has requested a meeting through a letter provided at MERC to MGS regarding a proposal to broaden the scope of the Correctional Services Bargaining Unit and stand alone Collective Agreement.

Action: Employer will respond.

6. **13 06 19 Employer notification to MERC of incidents** – ADM, IS reported that MERC was not notified of some incidents.

Action: ADM, IS will reemphasize the need to notify OPSEU MERC Co-Chair of incidents.

7. **13 06 19 Union requesting Employer staffing shortage contingency plans / inmate overcrowding contingency plans** – Union is requesting for a short-term and long-term plan regarding shortages. The Employer will be soliciting recommendations from Institutional Services Executive Committee (ISEC) in addition to discussion occurring at the local ERCs.

The Union expressed concerns with the lack of planning to deal with staffing shortages and overcrowding. The Union is requesting for additional resources (staffing, beds) to deal with these issues. The Union is also requesting a reassessment of the planned closures.

Action: Employer will be discussing short-term planning at ISEC on June 20<sup>th</sup>.

8. **13 06 19 Code of Conduct and Professionalism for all Correctional Services Employees** – the Employer shared a draft copy and anticipate releasing the document in the Fall. The Employer would like feedback from the MERC Union members by the end of July.

Action: Union to provide feedback by the end of July.


9. **13 06 19 Inappropriate Use of Social Media** – the Employer raised concerns about inappropriate employment related use of social media by some staff and its impact organizationally and individually.


Action: Employer will be following up with appropriate action.

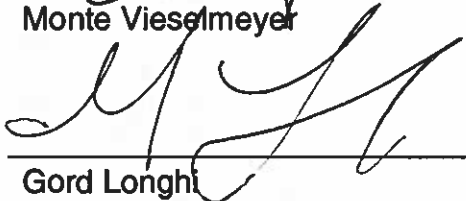
**Next Meeting:**

Date: Wednesday, September 11, 2013  
Time: 10 a.m.  
Location: South West DC, Windsor


**For the Union:**

  
Dan Sidsworth

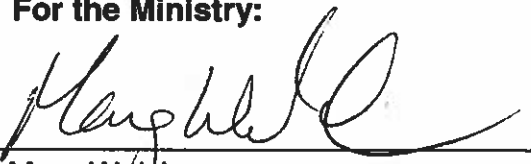
  
Monte Vieselmeier

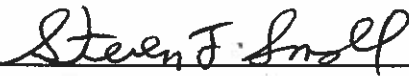
  
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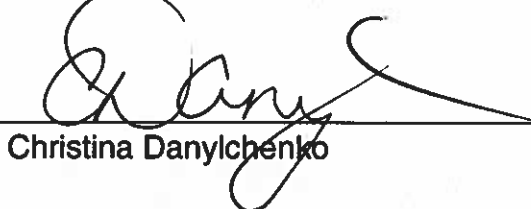
**For the Ministry:**

  
Marg Welch

  
Steve Small

  
Emelie Milloy

  
Neil Neville

  
Christina Danylchenko

