

Ministry Employee Relations Committee Ministry of Community Safety and Correctional Services

Minutes

Wednesday, March 30 and Thursday, March 31, 2016

25 Grosvenor Street, 16th floor, Toronto

Attendees

For the Union

- Monte Vieselmeyer (Co-chair)
- Gord Longhi
- Greg Arnold
- Alex Sawicki

For the Ministry

- Pauline Jones (Co-chair)
- Mary-Jo Knappett (Co-chair)
- Christina Danylchenko
- Barb Forbes
- Daryl Pitfield

Regrets

- Anastasios Zafiriadis, Corporate OPSEU

Resources

- Brian Scott, Employee Relations Advisor, Bargaining and Compensation
- Kevin Sawicki, Director, Corporate Services
- Anna Fernandes, Corporate Project Lead, Community Services
- Jenny Cece, Strategic Advisor, Institutional Services
- Bart Nowak, Manager, Strategic Business Unit

Note Taker

- Lise Ledoux, Program Advisor

Previous Business

Institutional Services items

1. **11 06 02 Transition Updates (TSDC / SWDC)** – Union reports that both facilities are still in transition phase. Chatham Jail, Windsor Jail and Toronto West DC are closed. SWDC is fully operational. TSDC continues to work towards full operations.

Action: Updates to be provided to MERC.

2. **11 11 23 Report writing involving use of force** – Union requesting statistics on the number of correctional officers that have completed the course. Union requesting how the Employer will continue to maintain the writing standards by correctional officers.

Action: Employer to provide the statistics to the Union prior to the next MERC meeting. Union co-chair will canvass local presidents regards to any report writing issues.

3. **12 03 29 Police Liaison Officers in Institutions** – Employer shared best practices with facilities that hire police liaisons. No further issues have been reported. Union is requesting information on the services agreement.

Action: Employer will follow-up.

4. **13 06 19 Ombudsman's report, level of violence in workplace** –

Ombudsman's Report – Union requests a response from the report that was submitted to the Deputy Minister.

Action: Employer will brief the Deputy Minister and Associate Deputy Minister and report back to MERC.

Level of violence in workplace – Union requests statistics on assaults from June 2015 to present. Union requests a more detailed report to include a breakdown of type of assaults and by occupation.

Action: Employer will request statistics from the Information Management Unit (IMU) and share with the Union. Employer will request IMU to attend the next MERC to provide information on their database and collection process.

5. **14 01 14 Bailiff HPRO delays in implementation** – a Union member and an Employer member to attend the next annual Offender Transfer Operations (OTO) meeting.

Action: Director, IOB to advise Union co-chair of the annual OTO meeting date.

6. **14 03 25 Bill 2 – Workplace Safety and Insurance Amendment Act – Bill 2** has been reintroduced as Bill 163. Union acknowledges the important recognition for correctional officers and institutional nurses. Union asked how the Employer plans on responding to Bill 163 for those staff not included.

Action: Employer will arrange follow-up discussion with MERC. Item to be moved to both Community and Institutional and Services items.

7. **14 04 08 Mezzanine Barriers at the Toronto South Detention Centre** – project has been completed.

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

8. **14 05 27 Offender Transfer Operations** – Union requests a response from the report that was submitted to the Deputy Minister.

Action: Employer will brief the Deputy Minister and Associate Deputy Minister and report back to MERC.

9. **14 05 27 Direct Supervision** – no update.

Action: Item to be moved to Standing Items.

10. **14 05 27 PPE update (interim measures)** – Implementation is complete. Defensive Tactic Instructors are currently completing their recertification. A provincial training plan will be shared with MERC.

Action: Director, IOB shared PPE statistics with Union co-chair.

11.14 07 08 Staffing Levels subcommittee update – Union requests a response from the report that was submitted to the Deputy Minister.

Action: Employer will brief the Deputy Minister and Associate Deputy Minister and report back to MERC.

12.14 07 08 Inmate Laundry Services at South West DC – a washing machine and dryer have been purchased and laundry is being done locally.

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

13.14 07 08 Union requesting hiring protocol and review processes for new recruits (COTA) –

Action: Employer to invite Manager of Correctional Services Recruitment Unit to the next MERC meeting to discuss/present on hiring process.

14.14 09 10 Calculation of hours – addressed at bargaining.

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

15.14 09 10 Contraband Seizures – Union requesting quarterly statistics.

Action: Employer to request the Operational Support Division to provide statistics.

16.14 09 10 Duty Notebooks – no issues reported.

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

Community Services items

1. 14 09 10 Use of Duty Officers/PPOs to cover Support Staff absences/leaves – no update.

Action: The Employer will provide the Union with tentative meeting dates.

2. **14 09 10 PPO Staffing Levels** – subcommittee has been renewed and there are new provisions in the Collective Agreement that need to be addressed. New members will be identified.

Action: Meeting to be scheduled once the new membership is identified.

Both Institutional and Community Services Items

1. **13 03 21 Staff composition and grouping of MERC subcommittees** – list reviewed.

Action: Co-chairs to provide respective list of membership for each subcommittee to Lise Ledoux for collation by April 8th.

2. **13 06 19 Stand alone and scope of Correctional Division** – addressed at bargaining.

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

3. **13 06 19 Code of Conduct and Professionalism for all Correctional Services Employees** – Employer provided an update regarding the status of the e-learning rollout. Union has ongoing concerns regarding the lack of training provided and the manner that it was rolled out.

Union also has concerns with non-specific COCAP policy violation references in letters of suspension pending investigation.

Action: Union co-chair to provide particulars to Brian Scott and Bart Nowak.

4. **13 09 11 Public Relations / Media Inquiries** – Communications Branch has launched a ministry Twitter account. Union provided suggestions of the type of good news stories that the ministry can share with the public to help promote a positive and professional image.

Action: Communications Branch will be invited to the MERC meeting to discuss further.

5. **14 01 14 MERC award for CO/PPO graduates** – awards are being presented.

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

6. **14 01 14 E-learning** – addressed at bargaining.

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

7. **14 03 25 Correctional Services Staff Monument** – joint meetings have been held. Terms of reference have been signed and an oversight committee will be established in the near future to coordinate future events and fundraising. Next event has been scheduled for Thursday, May 5, 2016.

Action: Update to be provided at the next MERC meeting.

8. **14 05 27 Joint Union and Employer ASMP training** – updated information regarding the ASMP was provided to all OPS employees on April 1, 2015 by the Centre for Employee Health, Safety and Wellness at the Ministry of Government and Consumer Services.

Union is reviewing internally to determine whether the Union feels further training is required.

Action: Union to report back at the next MERC meeting.

9. **14 05 27 Police notification of staff assaults** –

Action: Deferred to the next MERC meeting.

Standing Items

1. **Systemic Change Steering Committee (SCSC)** – continue to meet and have signed off on several MOAs. Next meeting is scheduled on June 22nd.

Action: SCSC to be added to the next MERC agenda for a gender representation presentation.

2. **Diversity Subcommittee** – no meetings have been held. Anticipate scheduling a meeting in the next 60 days.

3. **Labour Relations / Regional Labour Relations Forum (RLRF)** – deferred to next meeting.

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

Action: Employer to provide statistics from January 2015 to Union co-chair.

5. List of current Superintendents –

Action: Employer to provide current list to Union co-chair.

6. Employee Stability List – no update.

7. ASMP Statistics – statistics were provided on September 11, 2014. Union requested for up-to-date statistics.

Action: SBU to provide current statistics.

8. Correctional Services Recruitment Unit (CSRU) – recently announced that the ministry will be hiring 2000 correctional officers over the next three years. Union has requested the recruitment plan for the next three years for the hiring of correctional officers. There is a COTA class currently underway with 138 recruits as of March 31st.

Action: Manager, CSRU to be invited to the next MERC meeting.

9. Union requesting Employer staffing shortage contingency plans / inmate overcrowding contingency plans – staffing shortages will be addressed in part with COTA graduates. The Employer is continuing to recruit on a large scale. Institutions continue to move inmates to other institutions to relieve overcrowding. Institutions utilize a number of different options to address overcrowding situations.

Union has concerns that the Employer has no immediate extensive contingency plans to deal with staffing shortages across the province i.e., Thunder Bay Jail. The Union has concerns that the primary focus of the ministry should be the health and safety of all staff.

The Employer's primary focus is the health and safety of all staff and inmates that an extensive contingency plan is underway and further discussions will continue and be shared with the Union. Currently every effort is being made to hire, train and fill current vacancies.

Action: Employer to provide further information.

10. Probation & Parole Workload – subcommittee hasn't met. There is a Pre-Sentence report time study that has been completed and will be reviewed. New members are to be identified.

11. Length of time for Section 22 investigations to be shortened – list provided to Union co-chair. Union requests that the former practice be continued. Union requests that the lists include monthly breakdown with name, date of suspension, work location, status/reason for delays.

Action: Employer will ensure that the suspension date is included in the next report. Chief, CSOI to be invited to a future MERC meeting.

12. Employer notification to MERC of incident – Employer endeavours to continue to notify the Union.

New Business

1. Enforcement Learning Product (Northern Initiative) – discussion took place.

Action: Update to be provided at the next MERC meeting.

2. Female Mental Health Unit – further to the announcement from the Finance Committee that a female mental health unit will be established on the Roy McMurtry site. Ministry appointed Rose Buhagiar as the Director, Female Mental Health.

Action: Any future discussions or go forward issues will be communicated to bargaining agent.

3. Health and Productivity Program Status – the subcommittee is reconvening and reviewing the training and rollout plan.

Action: Update to be provided at the next MERC meeting.

4. COBUSA position – addressed at bargaining. Union raised concern over the appropriate posting and filling of the COBUSA position. Union raised specific examples.

Action: Employer will review and report back to the committee and Union co-chair.

- 5. Mental Health Training** – Union raised multiple concerns regarding the mental health training developed in conjunction with CAMH that the Employer wants to deliver to correctional officers. The joint Training and Development Subcommittee had considerable input into a mental health package that took into consideration the Federal Corrections two day mental health training. The Union did not have input into the training package developed in conjunction with CAMH.

The Union's expectation is that there will be an appropriate cross section of bargaining unit trainers from institutions and community to provide any mental health training that is delivered. The Union believes it is beneficial to have ongoing mental health training for staff.

The Employer has made a commitment to deliver mental health training in 2016 to all staff that work with inmates. This mental health training was developed in conjunction with CAMH and built on the course content under consideration by the Training and Development Subcommittee. This training will be co-facilitated by CAMH and the ministry.

Action: Update to be provided at the next MERC meeting.

- 6. Funded Staffing Positions for each institution** – Union is requesting breakdown of funded bargaining unit positions by classification. The Union is also requesting the present day fixed term staffing numbers and the Employer's future projections for fixed term staff.

Action: Employer will review and respond.

- 7. Retiree Fixed Term Rehires** – discussion occurred around the hiring of retired correctional officers. Union is requesting the Employer's position on rehiring of retirees.

Action: Former ADM Small had issued direction surrounding the requirements that need to be met in order to hire a retired correctional officer.

- 8. Scheduling of Fixed Terms on "not available" days** – Union is requesting the Fixed Term Subcommittee discuss this issue.

Action: Forward item to the Fixed Term Subcommittee.

9. Interest Based Problem Solving (joint training) – Union is in support of this joint venture.

Action: Employer will consider once discussions at CERC are explored.

10. Status of the Transition Unit – The Union sees considerable value of the continuation of the Transition Unit as it exists. The committee acknowledges the valuable work that they have accomplished over the years.

Action: Updated to be provided at the next MERC meeting.

11. Elgin-Middlesex DC – MERC has raised concerns that the EMDC LERC is currently not functioning. The Union has expressed concerns regarding the current state of labour relations.

Action: MERC encourages the EMDC LERC to meet and is prepared to offer assistance in that process.

12. Administrative Compensating Leave (ACL) and Compensation Time Off (CTO) – the Corporate Employer is working with the ministry to implement the ACL/CTO for April 1, 2016 in accordance with the terms and conditions of the respective Collective Agreement. Communication with respect to the eligibility and implementation of ACL/CTO has been distributed by the Corporate Employer.

Action: MERC encourages LERCs to meet and discuss method to implement ACL/CTO time off in conjunction with the current schedules.

13. Disciplinary Issues remaining from the Collective Bargaining period – Union is requesting the status of discipline.

Action: Update provided and further updates to be provided at the next MERC meeting.

14. Regional Employer Representation at LERCs – Union recommends that the LERCs be advised that they have the ability to invite RD/DRD to their meetings.

Action: Employer supports RD/DRD attendance.

15. RIC Project at Elgin-Middlesex DC – MERC and PJOHSC Union co-chairs attending the April 4th local meeting.

Action: Update to be provided at the next MERC meeting.

16. Status of Segregation Review – Union has been invited to a presentation regarding the segregation review. Union seeks input into the review. Employer welcomes input from the Union.

Action: Director, IOB will coordinate.

17. Edge Weapon Training for Correctional Officers –

Action: Refer to the Training and Development Subcommittee.

18. Transformation – the parties agree that this will become a standing item on the agenda.

Action: Item to be moved to Standing Items.

2016 Schedule of Meetings

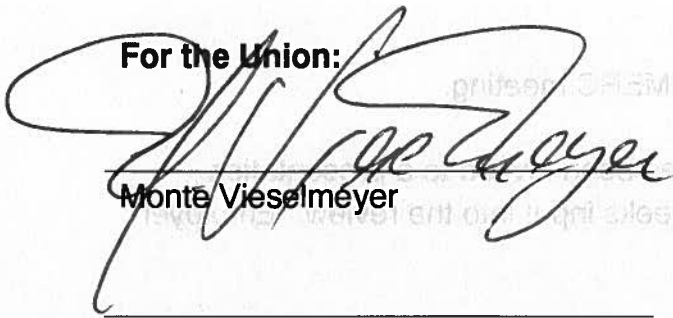
- Wednesday, May 4, 2016 – sponsored by Union (Toronto)
- Thursday, June 23, 2016 – sponsored by Employer (25 Grosvenor, Toronto)
- Wednesday, September 14, 2016 – sponsored by Union
- Wednesday, November 9, 2016 – sponsored by Employer (25 Grosvenor, Toronto)

Next Meeting

- Wednesday, May 4, 2016
Time: 10 a.m.
Location: Union to determine

Signatures

For the Union:



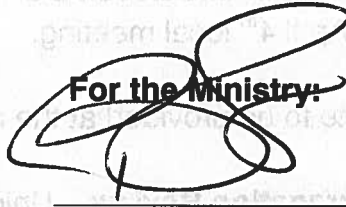
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