

Ministry Employee Relations Committee

Ministry of Community Safety and Correctional Services

Minutes

Wednesday, May 4, 2016

OPSEU Regional Office, 31 Wellesley Street, Toronto

Attendees

For the Union

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

For the Ministry

- Pauline Jones (Co-chair)
- Christina Danylchenko (Co-chair)
- Daryl Pitfield

Regrets

- Mary-Jo Knappett
- Barb Forbes
- Anastasios Zafiriadis

Resources

- Brian Scott, Employee Relations Advisor, Bargaining and Compensation
- Kevin Sawicki, Director, Corporate Services
- Anna Fernandes, Corporate Project Lead, Community 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)** – continue to be vacancies at both locations.

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

2. **11 11 23 Report writing involving use of force** – no issues reported at this time. Will continue to assess on an as needed basis.

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

3. **12 03 29 Police Liaison Officers in Institutions** – no issues reported at this time.

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

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

Ombudsman's Report – identified by the Union as priority item number 4.

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

Level of violence in workplace – Union has concerns regarding the accuracy of the statistics.

Action: Employer to request IMU to attend the next MERC meeting to discuss the statistics being reported.

5. **14 01 14 Bailiff HPRO delays in implementation** – e-roster is replacing HPRO. E-roster is being piloted at the Brantford Jail.

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

6. **14 05 27 Offender Transfer Operations** – identified by the Union as priority item number 1. OTO departmental meeting scheduled in the Fall of 2016. MERC co-chairs will be invited to the meeting.

Action: Employer to brief the Deputy Minister and Associate Deputy Minister and report back to MERC. Further update to be provided in the Fall of 2016.

7. **14 05 27 PPE update (interim measures)** – OCSC will share a comprehensive province-wide training plan which will ensure that all training is up-to-date.

The Union has concern regarding staff liability of carrying and utilizing PPE when their training has expired.

Action: In the interim, the Employer acknowledges that staff may carry and use their equipment after training has expired.

Employer will share the training plan with the Union upon receipt.

8. **14 07 08 Staffing Levels subcommittee update** – identified by the Union as priority item number 2.

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

9. **14 07 08 Security Review Subcommittee update** – identified by the Union as priority item number 3.

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

10. **14 07 08 Union requesting hiring protocol and review processes for new recruits (COTA)** – Manager of Correctional Services Recruitment Unit has been invited to discuss/present on hiring process

Action: Deferred. Manager confirmed for the June 23rd MERC meeting.

11. **14 09 10 Contraband Seizures** – statistics being collated. The newly announced body scanners will be a means to lessen contraband entering institutions.

Action: Employer to provide an update at the next MERC meeting.

12.16 03 31 Female Mental Health Unit – no update.

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

13.16 03 31 Health and Productivity Program Status – membership has been identified.

Action: Meeting dates to be scheduled.

14.16 03 31 COBUSA position – Union has concerns regarding the ministry backfilling these positions contrary to the process outlined in the agreement.

Action: Union will review and respond.

15.16 03 31 Funded Staffing positions for each institution – Employer provided statistics.

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

16.16 03 31 Retiree Fixed Term Rehires –

Action: Employer to reissue memo outlining Fixed Term rehiring process.

17.16 03 31 Scheduling of Fixed terms on “not available” days –

Action: Item forwarded to the Fixed Term subcommittee. Item to be removed from the MERC agenda.

18.16 03 31 Status of the Transition Unit – with recent changes, Unit will now report to the HR Strategic Business Unit (anticipated in June 2016).

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

19.16 03 31 Elgin-Middlesex DC (LERC) – MERC encourages the local parties to meet and are prepared to offer assistance in that process.

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

20.16 03 31 Regional Employer Representation at LERCs – no concerns.

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

- 21.16 03 31 RIC Project at Elgin-Middlesex DC** – meeting held on April 4th.
Ongoing discussions continue for start-up purposes. Union requests staffing model by end of May 2016.

Action: Employer to provide a copy of the staffing model. Update to be provided at the next MERC meeting.

- 22.16 03 31 Status of Segregation Review** – Union co-chair and President of OPSEU met with Operational Support (OS) as part of the stakeholder consultation in April 2016.

Action: Union will provide its recommendations to the OS.

- 23.16 03 31 Edge Weapon Training for Correctional Officers** –

Action: To be referred to the Training and Development Subcommittee.
Complete. Remove item from the MERC agenda.

Community Services items

- 1. 14 09 10 Use of Duty Officers/PPOs to cover Support Staff absences/leaves**
– meeting date has been scheduled for May 11, 2016.

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

- 2. 14 09 10 PPO Staffing Levels** – members have been established for both sides.
Meeting dates to be set.

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

- 3. 16 03 31 Enforcement Learning Product (Northern Initiative)** – no update.

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

Both Institutional and Community Services Items

1. **13 03 21 Staff composition and grouping of MERC subcommittees** – membership have been identified.

Action: Subcommittees to commence meeting.

2. **13 06 19 Code of Conduct and Professionalism for all Correctional Services Employees** – Union provided particulars.

Action: Bart Nowak to follow-up.

3. **13 09 11 Public Relations / Media Inquiries** – Communications Branch has been invited to discuss ways the ministry can promote a positive and professional image.

Action: Deferred. Director of Communications Branch confirmed for the June 23rd MERC meeting.

4. **14 03 25 Correctional Services Staff Monument** – event being held on May 5, 2016. First meeting was held with the Architects for the planning for the memorial site. Oversight committee to be established for future events and fundraising.

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

5. **14 05 27 Joint Union and Employer ASMP training** – two eCourses are available through LearnON (Disability Accommodation and Supporting and Managing Attendance). Although these indicate for managers, they can be accessed by staff.

Action: Both parties will provide future updates regarding training when available.

6. **14 05 27 Police notification of staff assaults** – the practice of notifications is being addressed.

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

7. **14 03 25 Bill 163 – Workplace Safety and Insurance Amendment Act** – initiatives have begun. Union is suggesting that there may be some initiatives in the OPP that can be shared.

Action: Employer will share a comprehensive list of initiatives to the Union.

8. **16 03 31 Mental Health Training (JAHN specific training)** – training is being rolled out. Union reported that staff advise that the training is not meeting their expectation.

Action: Employer will share the current curriculum with the Union.

9. **16 03 31 Interest Based Problem Solving (joint training)** – OPSEU and the Employer agreed at CERC to re-launch ERC training for MERCs and LERCs and the parties are currently in the process of coordinating the re-launch. As well, MERC will review the previously delivered interest based problem solving training.

Action: Union will provide a copy of the training package for review at the next MERC meeting.

10. **16 03 31 Administrative Compensation Leave (ACL) and Compensation Time Off (CTO)** – no update.

Action: Employer and Union to meet on May 5, 2016 to discuss and finalize a resolution.

11. **16 03 31 Disciplinary Issues remaining from the Collective Bargaining period** – no update.

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

Standing Items

1. **Systemic Change Steering Committee (SCSC)** – Presentation provided on Gender Representation in Correctional Services.

Action: The Union is reviewing the SCSC recommendations and will report back to the Employer at the next MERC meeting.

2. Diversity Subcommittee – members have been identified.

Action: Meeting date to be scheduled.

3. Labour Relations / Regional Labour Relations Forum (RLRF) – no update.

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

Action: Employer to provide to the Union.

5. List of current Superintendents –

Action: Employer to provide to the Union.

6. Employee Stability List – no update.

7. ASMP Statistics – Employer provided statistics as of April 1, 2016.

Action: The Union will review the reports and address as appropriate.

8. Correctional Services Recruitment Unit (CSRU) – Union has requested the recruitment plan for the next three years for the hiring of correctional officers.

Action: Deferred. Manager confirmed for the June 23rd MERC meeting.

9. Union requesting Employer staffing shortage contingency plans / inmate overcrowding contingency plans – Union requesting statistics on the number of staff retiring by November 30, 2016.

Action: Employer to provide projections.

10. Probation & Parole Workload – membership identified.

Action: Meeting dates to be scheduled.

11. Length of time for Section 22 investigations to be shortened –

Action: Deferred. Chief of CSOI confirmed for the June 23rd MERC meeting.

12. Employer notification to MERC of incident –

Action: Employer will redistribute the memo to regional offices.

13. Direct Supervision –

Action: Membership to be identified and meeting dates to be scheduled.

14. Transformation – Internal/staff consultation commenced with the Ideas Campaign which wrapped up on April 30th. The Internal/staff consultation will include several focus groups with staff. As part of this initiative, the transformation team will be in touch with the Bargaining Unit team to set up a meeting to discuss transforming corrections. Transformation Secretariat will share results of the Ideas Campaign with MERC.

Action: Transformation Secretariat to arrange a meeting once results are available.

New Business

1. Visioning session for Functional Programs: Far North, Near North, Eastern – presentation by MCSCS capital, Infrastructure Ontario, Parkins Architect.

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

2. Fixed Term contracts for PPOs – to be discussed at the May 11, 2016 meeting.

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

3. JAHN Remedies – ministry wishes to engage in discussion regarding dedicated female units in existing institutions.

Action: Meeting to be scheduled with Rose Buhagiar and MERC.

4. Alternative Discipline Resolution Process subcommittee – membership has been identified.

Action: Subcommittee co-chairs to schedule a meeting within the next few weeks.

5. **Audio capabilities** – Union is requesting a list of institutions that have audio capability recording and in use.

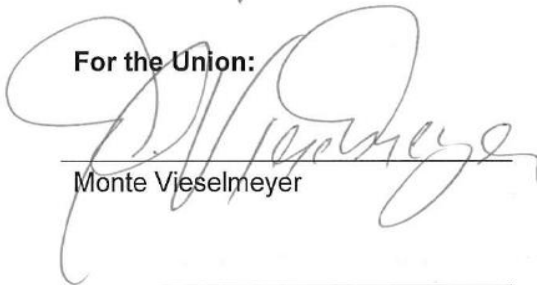
Action: Employer to provide the requested list.

Next Meeting

- Thursday, June 23, 2016
Time: 9:30 a.m.
Location: 25 Grosvenor Street, 16th floor boardroom, Toronto

Signatures

For the Union:



Monte Vieselmeyer

Gord Longhi




Greg Arnold

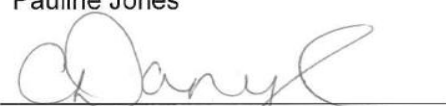


Alex Sawicki

For the Ministry:



Pauline Jones



Christina Danylchenko



Daryl Pitfield