

Ministry Employee Relations Committee - Corrections

Ministry of the Solicitor General

Minutes

Wednesday, December 11, 2019
Brampton Probation and Parole Services

Attendees

For the Union

- Chad Oldfield (Co-chair)
- Scott McIntyre
- Janet Laverty
- Chris Abbott
- Sandra Harper

For the Ministry

- Daryl Pitfield (Co-chair)
- Barb Forbes (Co-chair)
- Christopher Moore

Regrets

- Chris Jackel
- David Wilson

Resources

- Laura McCready, Team Lead, Employee Relations, Bargaining and Compensation
- Christie Hayhow, Director, Institutional Operations Branch
- Andrea Braithwaite, HR Business Advisor, Community Safety and Strategic Labour Relations, HR SBU

Guests

- Ken Fitzgerald, Director, Innovation, Data and Technology Advancement, Modernization Division

Observers

- Denise Sidsworth, Institution Liaison Officer, Brampton Probation & Parole Services

Note Taker

- Lise Ledoux, Employee Relations Committee Coordinator

Previous Business

Institutional Services items

1. **16 09 14 Issues Affecting Correctional Nurses** – Operational Support Division continues to review the Union's proposal.

Action: Move item to Standing Items for future updates.

2. **17 04 05 Application of the Suicide Policy** – waiting on the new policy.

Action: Move to Standing Items as part of new Standing Policy Updates for future.

3. **17 06 12 OTIS Access for Correctional Officers** – Employer shared feedback with the Union.

Action: Union to review and advised of any concerns.

4. **17 06 12 Recreation Officers Training/Job Competitions** – Employer shared feedback with the Union.

Action: Union to review and advised of any concerns.

5. **18 01 24 Behavioural contracts for inmates** – Employer shared feedback with the Union.

Action: Union to review and advised of any concerns.

6. **18 09 06 Institutional Services HPP Subcommittee** – meeting held on October 9th. Co-chairs reviewing the Terms of Reference. Parties are supportive to providing training to local institutions where required.

Action: Update to be provided at the next meeting.

7. **18 09 06 Segregation Unit Workload** – presentation on the Mobile Inmate Tracking Solution provided by Modernization Division. Implementation of the new solution is targeted for Q4 2019-20 which will include the distribution of approximately 600 mobile devices.

Action: Update to be provided at the next meeting.

8. **19 04 25 Expired Training** – Employer shared feedback with the Union.

Action: Union to review and advised of any concerns.

9. **19 04 25 Dog Handler Pilot** – Employer shared that the policy is being drafted.

Action: Employer to share the draft policy with the Union. Parties have tentatively scheduled a teleconference on December 18th to discuss outstanding issues of concern.

10. **19 06 20 Personal Electronic Devices** – Employer shared that the policy is being drafted.

Action: Employer to share the draft policy with the Union.

11. **19 06 20 LERC North Bay Jail** – Employer advised that sufficient supervision is provided during programming at the jail.

Action: Union will follow up.

12. **19 09 25 Institutional Security Teams (IST)** – Union requested copies of any current applications per the Collective Agreement. Union's position is that all IST should be fully funded FTEs consistently across the province. The issue at Niagara DC has been resolved.

Action: Employer will review and provide a response to the Union's request. Move item to Standing Items for future update.

Community Services items

1. **14 09 10 PPO Staffing Issues** – backfill pool was signed off the week of December 3rd. Employer identified Jennifer Jeffery, DRD, Northern Region as the Employer co-chair for the subcommittee.

Action: Subcommittee to schedule a teleconference in February 2020. Parties will review the Terms of Reference by December 31st.

2. **17 09 27 PPORP Rollovers** – the Qs and As have been finalized and approved by the ADM, CS. MERC signed off on the Qs and As.

Action: Remove item from the agenda.

3. **18 12 12 STICS** – deferred.

Action: Union to provide outstanding questions to the Employer.

4. **19 04 25 Community Services Review** – Researcher is briefing MERC and PJOHSC Union members on December 16th.

Action: Move to Standing Items for future updates.

Both Institutional and Community Services Items

1. **18 12 12 Transition Exit Initiative (Appendix 46 Central Agreement)** – As of October 31st, 138 OPSEU only applications were approved, 557 total applications (excludes those applications which have been withdrawal) and 25% approval rate. The Union requested that the SOLGEN statistics be separated from Unified versus Correctional Services.

Action: Employer to forward the Union's request to BMERC.

2. **19 06 20 OTIS External Program Tracking** – the scope of the project is to develop and implement an electronic solution to more effectively report, track and evaluate programs delivered by external service providers.

Frontline staff will be engaged in utilizing the electronic tracking tool during User Acceptance Testing (UAT) in February 2020.

Action: Update to be provided at the next meeting.

- 3. 19 06 20 Memorandum of Agreement (MOA) for Non-COs and Non-PPOs** – MERC signed off on the MOAs with respect to Appendix COR TBD provincial fixed-term correctional officer transfer of contract list and the Recruitment of Non-COs.

Action: Employer to review the Union's edits regarding the Non-PPO MOA.

- 4. 19 09 25 Monitoring of Adult Correctional Offenders** – no update. Employer anticipates that the proof of concern will be complete in January 2020.

Action: Update to be provided at the next meeting.

- 5. 19 09 25 COR10 Surveillance in Correctional Workplaces** – deferred.

Action: Employer to rerelease the COR10 application to the field by December 13th.

Standing Items

- 1. Employment Stability List** – no active members on the list.
- 2. Modernization Division** – presentation on the Mobile Inmate Tracking Solution provided by Modernization Division.
- 3. Women Secure Treatment Unit (WSTU)** – no update.
- 4. Transition Updates** – YJ Modernization Strategy exercise is complete. The results will be released to YJ Probation and SOLGEN Probation and Parole employees the week of December 16th. The Parties worked collaboratively to effectively mitigate the impact to staff in this exercise.

As a result of an organizational review it has been decided that effective December 20th, the Employment Transition Unit will transfer from the Strategic Business Unit to the Institutional Operations Branch within the Institutional Services Division. MERC thanked Al Quinn for his contributions to transition.

- 5. JAHN Settlement and Remedies** – no updates.
- 6. Statistics** – no update.

7. New builds for Ottawa-Carleton DC and Thunder Bay CC/Jail –

Thunder Bay: The Infrastructure Investment team, Facilities and Capital Planning Branch, Infrastructure Ontario and the Program Design and Conformance team visited Thunder Bay between November 25th and 28th to engage and provide a project update for the staff and our Indigenous partners.

ADM McGurn and Executive Director Pitfield were also in attendance. Presentations to staff were also provided by the Modernization Division, Correctional Services Recruitment and Training Centre, Innovation, Data and Technology Advancement unit and the Program, Design and Implementation unit. The staff and Indigenous partners provided valuable feedback and comments which will be considered as the project moves forward.

Ottawa: Infrastructure Ontario continues to search for sufficient sized property to meet the needs of the Ministry. Infrastructure Ontario has taken out advertisements in order to support this endeavour.

8. Staffing Audits – no update.

9. Memorial Event – Employer advised that initial discussions have taken place and planning work will commence early 2020. Union identified concerns from previous events such as attendance notice, event date, list of attendees, which should be completed 90 days prior to the event.

10. Community Hubs/Justice Centres – no update at this time.

11. Correctional Officer Performance Appraisals – correspondence to Correctional Officers was sent on November 5th. Employer will follow up with institutions to get status updates following the implementation on April 1, 2020.

12. eRoster – the next deployment is planned for the Central East CC on February 5, 2020. Questions regarding training, training coordination or use of eRoster, should be directed to a Supervisor. Technical issues or errors encountered using eRoster must be reported to the OPS IT Service Desk.

13. New IT Improvements: Northern Remote Reporting/Counselling – no update.

14. RFI Third Party Time and Attendance Management – no update.

New Business

- 1. Agency Nurses in Institutions** – Union requested for a rollup by institution of the number of agency nurses hired.

Action: Employer will survey institutions and respond.

- 2. Staffing Level Analysis** – Union is requesting that the Employer initiate joint workflow analysis of individual institutions which will identify potential shortfalls in staffing levels in correctional institutions.

Action: Employer will respond.

- 3. Issues referred from Thunder Bay Jail LERC** –

- GDO on nightshift
- Institutional Security Team – still waiting
- Additional nurses needed (Mon-Fri) due to extreme workload. Business case submitted
- HPRO – request to move 3-day call to 5 days for overtime
- Lockdown of inmates when count-to-officer ratio exceeds numbers outlined in minutes
- Additional floor officers needed when inmate count exceeds numbers outlined in minutes
- Secure-to-secure transfer – request for officers to be able to opt out of transfers.

Action: Employer to review and respond. Secure-to-secure issue to be referred to PJOHSC.

2020 Schedule of Meetings

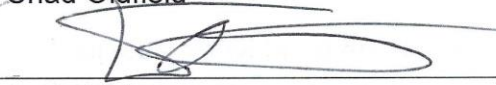
- Wednesday, February 12, 2020 (Employer to determine location)
- Tuesday, April 7, 2020 (Union to determine location)
- Thursday, June 4, 2020 (Employer to determine location)
- Wednesday, September 23, 2020 (Union to determine location)
- Wednesday, November 4, 2020 (Employer to determine location)
- Wednesday, December 9, 2020 (Union to determine location)

Signatures

For the Union:



Chad Oldfield



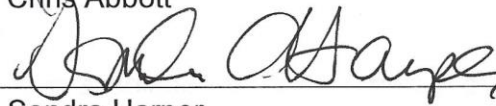
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For the Ministry:



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