

Ministry Employee Relations Committee - Corrections

Ministry of the Solicitor General

Minutes

Wednesday, February 12, 2020
Maplehurst Correctional Complex

Attendees

For the Union

- Chris Jackel (Co-chair)
- Scott McIntyre
- Janet Laverty
- Sandra Harper

For the Ministry

- Daryl Pitfield (Co-chair)
- Barb Forbes (Co-chair)
- Christopher Moore
- David Wilson
- Christie Hayhow

Regrets

- Chad Oldfield
- Chris Abbott

Resources

- Sia Romanidis, Team Lead, Employee Relations Branch, TBS
- Bart Novak, Manager, Community Safety and Strategic Labour Relations, HR SBU
- Kevin Sawicki, Director, HR Strategic Business Unit

Observers

- Peter Figliola, Local Union First Vice-President, Maplehurst CC
- Stuart Wilson, Local Union Executive Members, Maplehurst CC
- Katie Locke, Deputy Superintendent – Operations, Maplehurst CC

Note Taker

- Lise Ledoux, Employee Relations Committee Coordinator

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Previous Business

Institutional Services items

1. **17 06 12 OTIS Access for Correctional Officers** – Union reviewed the Employers comments and raised a concern.

Action: Employer to follow up and respond.

2. **17 06 12 Recreation Officers Training/Job Competitions** – Union reviewed the Employers comments.

Action: Employer to finalize the ADM directive.

3. **18 01 24 Behavioural contracts for inmates** – Union reviewed the Employers comments and is in agreement with the best practices document.

Action: Remove item from the agenda.

4. **18 09 06 Institutional Services HPP Subcommittee** – a proposed schedule is being developed to ensure HPP training is completed in all institutions.

Action: Co-chairs continue to ensure that training is up-to-date and address any outstanding concerns regarding HPP.

5. **18 09 06 Segregation Unit Workload** – a rollout plan is being drafted. Union inquired as to the number of mobile tracking devices per institution and applicable units.

Action: Employer to share the rollout plan when available.

6. **19 04 25 Expired Training** – the Employer supports the need to complete training as prescribed. At times there have been impacts that have led to training guidelines not being met. If this occurs, worksites are to work with their location administration either through LERC or LJOHSC to seek viable solutions.

Action: Remove item from the agenda.



7. **19 04 25 Dog Handler Pilot** – teleconference was held on December 18th to discuss outstanding issues of concern. Elgin-Middlesex DC has successfully recruited a new canine handler for the institution.

Action: Employer to respond regarding the outstanding issues prior to the next meeting.

8. **19 06 20 Personal Electronic Devices** – draft policy being drafted.

Action: draft policy will be shared prior to the next meeting.

9. **19 06 20 LERC North Bay Jail** – no concerns at this time.

Action: Remove item from the agenda.

10. **Agency Nurses in Institutions** – Employer shared the results from the survey.

Action: Union to review and respond.

11. **Staffing Level Analysis** – Employer is considering the Union's recommendation.

Action: Update to be provided at the next meeting.

12. **Issues referred from Thunder Bay Jail LERC** – Parties recognize the unique issues faced at the Thunder Bay Jail.

Action: Union to provide written recommendations to alleviate some of the pressures both short and long-term.

Community Services items

1. **14 09 10 PPO Staffing Issues** – the terms of reference have been reviewed and submitted. Co-chairs have a teleconference scheduled on February 19th to discuss the tentative launch date for the PPO Backfill Pool along with discussion any issues that may be outstanding subsequent to the completion of the Youth Justice modernization and lateral transfers to exhaustion exercise.

Action: Update to be provided at the next meeting.

2. **18 12 12 STICS** – there are no further questions from the Union. The Union is requesting a status update on STICS.



Action: Employer will provide an update when available.

Both Institutional and Community Services Items

1. **18 12 12 Transition Exit Initiative (Appendix 46 Central Agreement)** – Employer referred the Union's request for separate statistics to BMERC on December 11, 2019.

As of December 31st, 141 OPSEU only applications were approved, 554 total applications (excludes those applications which have been withdrawn) and 25% approval rate

Action: Update to be provided at the next meeting.

2. **19 06 20 OTIS External Program Tracking** – Justice Technology Services is still in the development stage for external program tracking screen and are on track for the User Acceptance Testing. This technology will replace manual program tracking.

Action: Update to be provided when available.

3. **19 06 20 Memorandum of Agreement (MOA) for Non-COs and Non-PPOs** – Parties continue to negotiate for Non-PPO agreement.

Action: Update to be provided at the next meeting.

4. **19 09 25 Monitoring of Adult Correctional Offenders** – no updates.

Action: Update to be provided at the next meeting.

5. **19 09 25 COR10 Surveillance in Correctional Workplaces** – Employer released the COR10 application to the field.

Action: Union will continue to monitor.

Standing Items

1. **Employment Stability List** – no active members on the list.
2. **Modernization Division** – no update.

3. **Women Secure Treatment Unit (WSTU)** – no update.
4. **Transition Updates** – no update.
5. **JAHN Settlement and Remedies** – Union continues to remain engaged with the Independent Reviewer and Independent Expert.
6. **Statistics** – no update.
7. **New builds for Ottawa-Carleton DC and Thunder Bay CC/Jail** –

Thunder Bay: The Project team has reviewed the feedback provided by the staff and our Indigenous partners at the November engagement sessions as part of the on-going design development.

Work continues to advance the Project Specific Output Specifications document towards 75% completion. The target date for completion is early Spring 2020.

Ottawa: Infrastructure Ontario continues to search for sufficient sized property to meet the needs of the Ministry.

8. **Staffing Audits** – no update.
9. **Memorial Event** – event will be held on May 7th and planning is underway.
10. **Community Hubs/Justice Centres** – no updates at this time.
11. **Correctional Officer Performance Appraisals** – Last update with regional offices showed good movement towards compliance with almost all fixed-term COs now assigned to Sergeants. A significant number of reviews have already been completed, with some institutions reporting more than 50% complete, and with no substantive issues reported to date. Further follow up with detailed compliance updates to come late February.
12. **eRoster** – Paul Wishak retired in December. Gregor Campbell is the new manager of the unit. The deployment to Central East CC was completed on February 5th. Maplehurst CC and Vanier are the next sites to launch. 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 – options for remote access continues to be explored but very much still at the proof of concept stage.

14. RFI Third Party Time and Attendance Management – discussion and updates provided at BMERC.

Action: Remove item from the agenda.

15. Issues Affecting Correctional Nurses – no update.

16. Standing Policy Update –

a) **Suicide Policy** – waiting on the new policy

17. Institutional Security Teams (IST) – currently no plans to fully fund IST as per the previous ADM, IS direction.

18. Community Services Review – MERC Community Services Employer and Union members have scheduled a meeting with the ADM, CS to further discuss.

New Business

1. Entry level training for new institutional non-correctional officer hires – Training and Development Subcommittee submitted a draft proposal for review/approval.

Action: Employer to review and respond.

2. Security Threat Group Training – Training and Development Subcommittee submitted a draft proposal for review/approval.

Action: Employer to review and respond.

3. Review Committee – committee met on January 29th and discussions continue.

Action: Update to be provided at the next meeting.



Next Meeting

- Tuesday, April 7, 2020 (Union to determine location)

Signatures

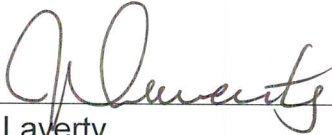
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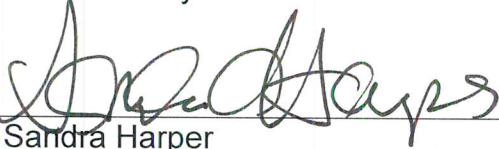
Chris Jackel



Scott McIntyre

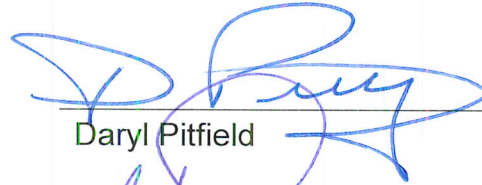


Janet Laverty



Sandra Harper

For the Ministry:



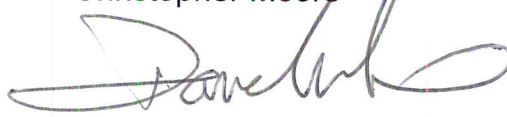
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