

## **Ratification of the Memorandum of Settlement between Toronto Public Library Board and Toronto Public Library Workers, Local 4948 CUPE (2012 – 2015)**

### **Summary of the Memorandum of Settlement**

---

The Library's bargaining team was successful in negotiating an agreement with the Toronto Public Library Workers Union, Local 4948 CUPE, on the following matters:

#### **A: ISSUES WITH A MONETARY IMPACT**

##### **1. Term of the Agreement**

- The parties have negotiated a four (4) year term for the collective agreement, January 1, 2012 – December 31, 2015.

##### **2. Wage Settlement**

- The settlement provides for wage increases in the four years of:

➤ January 1, 2012	0.0%
➤ January 1, 2013	0.225%
➤ January 1, 2014	1.75%
➤ January 1, 2015	2.25%
➤ Lump Sum Payment: January 1, 2013	1.5% Lump Sum payment

An employee must be in the employ of the Board on January 1, 2013 in order to receive the lump sum payment. The lump sum payment is not pensionable.

##### **3. Benefits**

- The parties agreed to the existing benefits' coverage, with a \$50 increase in the provision for vision care from \$450 to \$500, available one time every 24 months.
- The benefits provision is funded by a lower cost-of-living increase in 2013. The City settlement with Local 416 CUPE contained a wage increase of 0.5% in 2013 and the increase for Local 4948 CUPE is 0.225% in 2013.
- A prescription from a physician, surgeon or osteopath is now required in order to be eligible for reimbursement for the massage therapy benefit.
- Other benefits remain unchanged.

- In accordance with an arbitration award from May 2011, the After Hours Attendant (AHA) position will be entitled to the benefits of a part-time employee following the ratification of the collective agreement.
- The Illness or Injury Plan (IIP) payments will be based on the employee's position held at the time of illness rather than the employee's base rate. As a result, the processing of IIP payments will be more efficient. This method of payment is consistent with the administration of the City's IIP.
- The parties agreed to a new procedure for the calculation of part-time eligibility for the IIP, which is favourable to the employer.
- Part-time employees on the IIP will have access to fourteen (14) hours annually for family responsibility/medical leave. This provision is consistent with City of Toronto provisions for part-time employees.

#### 4. Other Monetary Items

- An increase in the lump-sum "In Charge Payment" from \$250 to \$500, pro-rated at 50% for part-time employees is agreed to for Librarians in neighbourhood branches. The lump-sum payment will avoid superior duty payments and provide the employer with greater flexibility in operating neighbourhood branches.
- The tuition reimbursement budget is increased as follows:
 

➤ 2012	\$500
➤ 2013	\$1,000
➤ 2014	\$1,000
➤ 2015	\$1,000

The funding for the increase in the tuition reimbursement budget is a reallocation within the existing training budget.

### **B. ISSUES WITH A NON-MONETARY IMPACT**

#### 5. Job Security, Layoff and Recall

- The Library's seniority is an integrated list of full-time, part-time and Page employees.
- The new Job Security provision states that there shall be no layoffs of full-time and part-time employees with 11 years' seniority or more.
- The new Job Security provision provides the employer with greater flexibility than the provision negotiated between the City of Toronto and Local 416 CUPE. Under the Library's provision, 59% of employees do not have job security protection. The percentage of employees in Local 416 CUPE without job security protection is approximately 32%.
- The changes in the Job Security provisions are the largest and most significant changes to the collective agreement in this round of bargaining.
- Under the new layoff and redeployment terms and conditions, wage protection is 24 months, with an additional 12 months for employees who retire. The existing provision had no cap on wage protection. The Library's wage protection provisions are consistent with the provisions in the City's agreement with Local 416 CUPE.

6. Hours of Work and Scheduling Efficiencies

- The “flex-time” system at Toronto Reference Library is grand-parented, effective the shift selection for 2013.
- The hours of work for the Payroll Department are changed from 8:00 a.m. to 6:00 p.m. to 8:00 a.m. to 8:30 p.m., in order to provide public service staff with access to Payroll staff during all open hours.

7. Full-time Jobs

- The Board agreed to create during the term of the collective agreement sixteen (16) full-time jobs.
- The full-time jobs will be created within the Library’s existing budget and establishment of positions; and/or there will be new positions added as a result of the opening of new branches.
- Some of the jobs will be created by the conversion of part-time jobs into full-time jobs.
- During the term of the collective agreement, the parties will meet to review opportunities for the creation of full-time jobs, including a review of part-time hours, scheduling efficiencies and hours of work issues.

8. Standardization of Part-time Hours

- The Board agreed to convert during the term of the collective agreement, eight (8) fourteen (14)-hour Librarian positions into eight (8) seventeen and one-half (17.5)-hour Librarian positions.
- The Board agrees to convert during the term of the collective agreement twelve (12) fourteen (14)-hour Public Service Assistant positions into twelve (12) seventeen and one-half (17.5)-hour Public Service Assistant positions.
- The conversions are made within the existing complement and use vacancies.
- The process for converting jobs will be to take ten (10) fourteen (14)-hour Librarian positions and create eight (8) seventeen and one-half (17.5)-hour Librarian positions. Another conversion will take fifteen (15) fourteen (14)-hour Public Service Assistant positions and create twelve (12) seventeen and one-half (17.5)-hour Public Service Assistant positions.

9. Disclosure Protocol for Grievance Procedure

- The parties agreed to a new protocol for the disclosure of information regarding job competition grievances. The new protocol will begin as a pilot project and will reduce the number of grievances moving forward through the grievance procedure. It is expected that the new protocol will lead to efficiencies in the handling of such grievances.

10. Joint Health and Safety Committee (JHSC)

- The number of staff involved in JHSC is reduced by a change from four (4) alternates per committee to two (2) alternates per committee.

11. Efficiencies

- Lieu time taken: a new requirement is introduced requiring that lieu days for public holidays must be taken within three months of accrual.
- Emergency/legal/personal time: a new restriction introduced on the use of emergency/legal/personal time in the month of December.
- Payment of wages: new streamlined procedures for the payment of wages and direct-deposit.
- Streamlined procedures for the scheduling of extra hours.