



## Sheriff Services Article 3.1 Committee

**Date:** Wednesday, January 28, 2009  
**Time:** 9:00 am – 11:00 am  
**Location:** 850 Burdett Ave, Victoria  
 6<sup>th</sup> Floor Boardroom

### ----- Minutes -----

<b>Attendees</b>	<b>BCGEU</b> – Wiho Papenbrock (co-chair), Dean Purdy, Steve Lisik, Drew Hill, Kelly Hunter, Mike Redlick, John Silvester  <b>MANAGEMENT</b> – Dave Maedel (co-chair), Peter Robinson (record of decisions), Ross McKenna, Sheila Cooper, Bill Carragher
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ITEM	DISCUSSION	ACTION
<b>A.</b>	<b>Review Agenda</b>	
<b>B.</b>	<b>Review of Minutes from: September 23, 2008</b>	
	Correction to previous March minutes as follows: in Section 1b), the first bullet should read “Component <b>Agreement</b> is silent...”	
<b>C.</b>	<b>New Business</b>	
	1. New Committee Members <ul style="list-style-type: none"> <li>- The new union appointed committee members, Drew Hill and Mike Redlick were introduced.</li> </ul> 2. OHS Reviews and Staff Orientations <ul style="list-style-type: none"> <li>- Peter provided an overview that there has been 7 sheriff office OHS inspections to date performed by Chris Erickson, Peter Clegg and Tom Collins. At this rate, the goal is to have conducted 20 offices by Spring 2009. Sample of inspection report has been provided to Union and the Union is satisfied with the process and report structure.</li> <li>- Union raised issue that float pool deputy sheriffs are not receiving facility orientations prior to the commencement of duties at a building new to them. Dave M. agrees this is contrary to policy as set out in the OHS manual at section 3.1.  <b>Action:</b> Dave will send out a note to staff to use a standard form of orientation checklist for new staff to a building.</li> </ul>	Dave Maedel

	<p>3. Basic First Aid Recertification and related issues</p> <ul style="list-style-type: none"> <li>- Sheriff Services will review policy set out at section 8.17.3a of the Sheriff Policy Manual that all deputy sheriffs will be issued with and have in their possession disposable one-way face masks. <b>Action:</b> Peter R.</li> <li>- Sheriff Services will also review policy at section 8.17.4b of the SPM regarding staff performing resuscitation without a one-way valve face mask. <b>Action:</b> Peter Robinson.</li> <li>- Sheriff Services to check with OHP specialist as to whether two year FA 1 recertification is mandatory for sheriffs. <b>Action:</b> Peter R. to follow-up.</li> </ul> <p>4. World Police and Fire Games (July 31 – August 9 2009)</p> <ul style="list-style-type: none"> <li>- Committee discussed various options and ideas with respect to vacations for staff during the Games.</li> <li>- Dave M. raised the idea to apportion vacations first to those staff competing and secondarily to those volunteering at the Games based on seniority. The priority would only be provided for the time the employee is competing, not for periods of time before or after the Games. Both parties are aware that such a process would conflict with vacation rights in the Component Agreement. Given the Component Agreement wording and that vacation scheduling is underway, it can only be suggested that staff consider their fellow WPMG participants when selecting their summer holidays. Similar considerations would be made for staff volunteering at the 2010 Olympics. A joint request will be considered.</li> </ul> <p>5. Uniform Issues</p> <ul style="list-style-type: none"> <li>- <u>Membership:</u> Andrew will replace Todd on the Uniform Subcommittee. Wiho thanked Todd Purdy for his participation on the subcommittee.</li> <li>- <u>Dark Blue Shirts:</u> Union raised the issue of dark blue shirts. Employer explained that there would be a significant cost to convert to a blue shirt. There are no funds in the 2009/10 budget for this initiative.</li> <li>- <u>Tan shirt:</u> Subcommittee has been working with PDC to source a higher quality tan shirt at little or no extra cost.</li> <li>- <u>SBA:</u> Trial of inner SBA to commence soon. Delay has been due to production problems over the holidays. No decision has been made about this new SBA and new inner carrier model.</li> <li>- Union did raise question that, if Service does go with an inner carrier appearance in the future, will staff still be able to wear an outer carrier if they so choose due to comfortable issues etc. Dave M. mentioned that if a decision is made at some future point to move to an inner carrier, the preference would be that all staff wear the inner carrier style for uniformity of appearance.</li> <li>- <u>Cargo pants:</u> Union sought clarification as to whether the</li> </ul>	<p>Peter R</p> <p>Peter R</p> <p>Peter R</p>
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recently approved “cargo” pants can be worn in Supreme Court. The answer is yes providing they are in court presentable condition.

6. SFU Research Project

- Wiho provided draft of Neil’s research paper that was largely prepared before the TMA announcement in September.
- Union feels these results are consistent with those found by the Employer in their employee surveys.
- **Action:** Sheriff Services will review document and will be in touch with the Union.

Dave M.

7. Lone Worker and Staffing Standards

- Union raised issue of staff working alone (night runs, cell blocks etc) and the impact this may have on morale and staff safety.
- There was agreement that we need to ensure our policies in this area are consistent with the recent changes to the WCB work alone regulations. **Action:** An OHS subcommittee to the 3.1 Committee will be formed with terms of reference. Initial membership to include Ross McKenna, Peter Robinson, and union representatives. (Peter Clegg and Steve Lisik were identified as the union appointees following the meeting)

Peter Robinson  
Ross McKenna  
Wiho Papenbrock

8. Peer Critical Incident Debriefing

- Dave explained the progress of the project headed by Brad Messenger and the formation of a Peer Critical Incident Debriefing team. Dave M. is seeking union representation on the team to assist with the success of this initiative.
- Wiho to provide a name for membership on the team (Following the meeting, the union appointee was identified as John Silvester)

9. Leave Denials

- issue raised about the perception that some staff felt they were not permitted to take all their vacation last summer but rather were denied approval in some cases.
- It was discussed that some staff hold back 5 days or so of vacation to use throughout the year and it was these days where vacation approval was not granted.
- Dave M. explained that if staff have vacation carry over they should not be holding back 5 days of vacation. Instead, they should schedule all current vacation and draw on their carry over for those one off days that would like to take off.

10. Vacation Scheduling

- currently there are mixed practices and some confusion in the

