

3.1 COMMITTEE MEETING
March 31, 2016
Surrey Pretrial Services Centre (SPSC)

Management Attendance:

Stephanie Macpherson – Provincial Director (Co-Chair)
 Dave Friesen – Deputy Provincial Director
 Dana Tadla - Deputy Provincial Director
 Don Tosh -Warden (FRCC/FMCC)
 Steve DiCastrì – Warden (OCC)
 Lisa Martin – Warden (ACCW)
 Teri DuTemple – Warden (NCC)
 Peter Fitzpatrick – Warden (VIRCC)
 Phil Chafe – Warden (PGRCC)
 Steve Phillips – Warden (NFPC)
 Evan Vike – Warden (KRCC)
 Erin Gunnarson – Director, Policy and Programs
 Myrna Luknowsky – Policy and Program Analyst
 Sue Godwin – Senior Labour Relations Specialist (guest)

Union Attendance:

Dean Purdy –Component Chair & BCGEU Vice President
 Tony Tessari –Component 1st Vice-Chair
 Brian Campbell –Component 2nd Vice-Chair
 Ken Kay - Component Treasurer
 Brandon Cox – Component Recording Secretary
 Luke Poelzer – Component Member at Large
 Shane Rush – Component Member at Large
 Craig Tott – Component Member at Large
 Patty Schlafen – Component Women’s Representative
 Patty Clermont – SPSC Shop Steward (guest)

ITEM	ACTION
<p>Introductory Remarks – Stephanie and Dean</p> <ul style="list-style-type: none"> • Welcome to all from Stephanie and Dean <p><u>Stephanie HQ Update</u></p> <p><u>Honour House</u></p> <ul style="list-style-type: none"> • Honour House Society is a home away from home for families of peace officers to stay when in the lower mainland for medical care and treatment • Dave Friesen attended a meeting focused on PTSD with representatives of Honour House and a small group of justice partners with the Premier 	

ITEM	ACTION
<p>Introductory Remarks (cont.)</p> <p><u>Meeting with Minister today</u></p> <ul style="list-style-type: none"> Stephanie and Dean will be attending a meeting with the Minister today to discuss current issues <p><u>Inmates and Inmate counts</u></p> <ul style="list-style-type: none"> As expected, the count is increasing. The proportion of remanded inmates has increased to approximately 60% of our overall population Inmates diagnosed with mental health and/or substance use has increased to 60% Number of immigration detainees remained relatively unchanged Capacity has increased as part of the Capital Asset Management Plan (CAMP): <ul style="list-style-type: none"> 10% increase in 2013/14 16% increase in 2014/15 9% increase in 2015/16 BC stats project a continued increase of 2% Phase 1 of CAMP \$185 million between 2008-2014 (340 new cells) Phase 2 of CAMP – 378 cells with OCC on line this fall/winter We are participating in a new cross-government cabinet working group on mental health to develop a cross-system response We are independently reviewing how we manage our special populations with a focus on comprehensive case management and using alternative approaches. <p><u>Facilities - Dana</u></p> <ul style="list-style-type: none"> Major projects are underway for living unit upgrades at KRCC and PRGCC The egress and staff station work at VIRCC continues to move forward VIRCC will be receiving locks from the former youth custody centre. Remediation work at NCC underway Currently working on the annex at FMCC <p><u>Violence - Stephanie</u></p> <ul style="list-style-type: none"> There has been an increase in violent incidents As the count and capacity continues to increase, it is reasonable to see an increased number of incidents but not necessarily an overall increased rate. Violence stats reflect the number of occurrences – raw figures. They are not adjusted to reflect the increase in capacity at centres that have expanded. Comparing pure numbers without accounting for increased count and capacity does not accurately reflect the violence rate. 	

ITEM	ACTION
<p>Introductory Remarks (cont.)</p> <ul style="list-style-type: none"> • The centres are more diligent in recording incidents so numbers are now more accurate • A new staff assault alert has been implemented in CORNET to ensure inmates with a history of assaulting staff are immediately identifiable • A zero tolerance for violence poster has been drafted and will be posted throughout the centres • The threat assessment coordinator role will be expanded • The special populations working group is working on developing unique approaches to deal with this difficult population. The branch is exploring approaches similar to ACCW's complex needs unit • A review of the existing methadone and Suboxone policy is underway with a goal of making Suboxone more accessible to inmates who require treatment. <p><u>Programs - Dave</u></p> <ul style="list-style-type: none"> • The one client case management project is looking at integrating case management between community and custody • The initial planning stages of the project are well under way • The project will result in technology changes and tools used for case management over the next 3-5 years. • There have been revisions to programs for women • Emotions Management for Women Offenders (EMWO) has been cancelled • A new program, Thinking Leads 2 Change (TL2C) is in the final stages of development. It will be fully implemented in the fall of 2016 • Opiate Agonist Therapy policy is currently being drafted and nearing completion • The delivery of food services is going well • The Branch is looking to transfer health care to the ministry of health for increased continuity of care. <p><u>Staff – Stephanie</u></p> <ul style="list-style-type: none"> • Staff want to feel valued and feel a sense of belonging to the organization • The priorities for ensuring staff feel valued are: <ul style="list-style-type: none"> ○ To create a supportive environment where staff: <ul style="list-style-type: none"> • Are encouraged to contribute and to be curious • Feel they have a purpose • Have a clear sense of direction • Know they have the support of their leaders • Feel they play an important role in the workplace ○ Continue to develop a superior workforce by hiring the best <ul style="list-style-type: none"> • Maintain hiring practices that focus on excellence ○ Develop strong leadership teams <ul style="list-style-type: none"> • Leaders who are forward thinkers and supportive and engaged with staff 	

ITEM	ACTION
<p>Introductory Remarks (cont.)</p> <ul style="list-style-type: none"> ○ Succession Planning <ul style="list-style-type: none"> ● Identify developmental opportunities to broaden exposure to key areas ○ Lifelong learning <ul style="list-style-type: none"> ● Continue to support the culture of lifelong learning <p><u>Dean Update</u></p> <ul style="list-style-type: none"> ● There are new people on the union executive that were introduced. ● There is 2.5 years left in contract. ● We are looking for ways to keep up in terms of pay with counterparts in law enforcement. ● The bench mark review of the CO and CS positions are an opportunity to do that. ● It is important to have regular face to face meetings 3.1 meetings ● The component has been mandated by a resolution that passed at the 2014 convention to start a campaign that looks at violence in Corrections and we have started the process for this campaign. ● A bulletin went out about a month ago outlining the campaign that has started 	
<p>A. Budget Update – Dana</p> <ul style="list-style-type: none"> ● The budget delegation has not been received yet 	
<p>B. OCC Opening Impacts and Update – Stephanie and Steve</p> <ul style="list-style-type: none"> ● The building is on time and on target. Still scheduled to receive the keys to the building in October ● The centre will start receiving inmates in January 2017 ● Hiring has been ongoing since December. The target of hiring 60% existing staff may not be reached and we are looking at alternatives to address the knowledge/experience gap. Steve indicated that they will be hiring approximately 23% of existing staff from within Corrections. ● October to December will be the peak timeframe for training of new staff ● Dean advised he will need to set up meetings to discuss setting up a new Local Executive including shop stewards and address local issues (MOA, MOU's) as there is a new local being developed ● The component executive is scheduled to meet in the Okanagan in the summer ● Steve committed to providing the component executive with a tour of the centre 	

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<p>C. Labour Relations & Message – Stephanie and Dean</p> <ul style="list-style-type: none"> • Stephanie spoke of the importance of communication between the union and the employer in resolving issues at the earliest opportunity. • Stephanie and Dean are committed to try to resolve issues at the local level • Dean and Stephanie agree that the wardens and local chair should meet at least once per month to ensure the lines of communication are open and the two parties are working together to resolve issues. This is in addition to the 1.1 meetings. • It is important to resolve issues early to avoid them becoming bigger issues 	<p>Wardens and Local Chairs to establish regular and reoccurring meetings to discuss and resolve issues in a timely manner.</p>
<p>D. WES Survey Results – Stephanie and Dean</p> <ul style="list-style-type: none"> • There were good response rates to the WES this year • The wardens are setting up focus groups that include a cross section of staff to increase staff involvement to address the WES results and areas for improvement • Staff need to be a part of the solutions as it is their workplace, as well. • All staff have a shared interest in a positive, welcoming and rewarding workplace • Dean stated that staff want to be paid fairly and see a fair and transparent hiring process at all levels • Stephanie stressed the importance of ongoing communication between the local chair and warden to clarify any misconceptions 	
<p>E. Indemnity Clause and Current Impacts</p> <ul style="list-style-type: none"> • Dean indicated that there is no language in the master agreement that indemnifies staff against criminal charges • The union plans to bring this forward to bargaining to update the language in the master agreement • Dean asked management to review the current language and provide feedback • Dean would like to work together to adopt a process where the employer holds off on internal discipline if there are outstanding criminal charges related to the same event. This is similar to the practice at Vancouver Police Department. 	
<p>F. Supernumerary Employees - Stephanie</p> <ul style="list-style-type: none"> • Stephanie provided an overview of the shift scheduling and part-time regular (PTR) review that was conducted at the centres last year • The review team reviewed scheduling practices and identified best practices, including best practices for scheduling PTR's • Centre management teams identified a significant number of PTR's that were appointed to full-time regular (FTR) • The review has brought the division back in line with the original intent of the PTR agreement. PTR's should be moving to FTR as soon as possible 	

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<p>Supernumerary Employees (cont.)</p> <ul style="list-style-type: none"> • Each centre is in the process of determining the optimal number of FTRs and PTR's. This will be different at each centre and will vary from year to year depending on the count and other issues the centres are facing. • The objective is to have as many FTR's as possible • Dean supports the review and the approach to having less PTR's • The staffing committee will continue to discuss scheduling practices and the appointments of PTR's and FTR's on their monthly conference calls • The shift schedulers training manual will be updated to reflect the outcomes from the review 	
<p>G. WSBC Inspection Orders - Dean</p> <ul style="list-style-type: none"> • Dean stressed that WSBC orders with provincial impacts should be implemented at all centres so that consistent practice of safety protocols can be maintained. • Stephanie confirmed that WSBC orders are discussed on the monthly Workplace Safety Committee and are applied provincially where applicable • The employer is committed to addressing orders that have provincial impacts. The implementation may be different at the centres due centre design and inmate profile. • The employer is committed to maximizing staff safety throughout all centres. • Dean advised that the union would like to see microwaves phased out of the living units and hot water taps installed instead as is done in the Windsor Jail in Ontario. • Stephanie confirmed that individual centres continue to monitor the use of microwaves and other areas of risk and advised that this should continue to be discussed at the local centre level for early and appropriate resolution 	
<p>H. Province-Wide Violence Tracking – Dean</p> <ul style="list-style-type: none"> • Dean and Stephanie expressed concern about the increasing violence numbers • The provincial staff assault numbers supplied by the Corrections Branch do not match the union's numbers. The union's numbers on staff assaults are higher but Dean agreed the gap is closing between the employer and union's statistics. • Stephanie will arrange a meeting at HQ for Dean to discuss the violence numbers and the review oversight process conducted at HQ. 	<p>Stephanie to arrange meeting to discuss violence statistics with Dean</p>
<p>I. Uniform Committee Update – Teri and Dean</p> <ul style="list-style-type: none"> • The uniform shirts are in place and PDC is distributing • The RFP for cargo pants has been finalized • Teri requested 10 samples of cargo pants for wear testing. All centres will be included in the wear testing. 	

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<p>Uniform Committee Update (cont.)</p> <ul style="list-style-type: none"> • Jackets are also being reviewed. The committee looked at a soft shell jacket and has a few heavy weight jackets being tested at KRCC and PGRCC • So far, the committee has not been able to find a jacket that will be suitable for all regions. The committee continues to research. • There is currently a contract in place with Viberg and Magnum for uniform boots • Dean advised that Shane Rush and Ken Kay will be representing the union on the committee as Dean is unable to attend regularly. 	
<p>J. Hours of Work Committee – Brian and Steve</p> <ul style="list-style-type: none"> • The committee is meeting as regular as possible • Brian is in the process of gathering schedules from other jurisdictions and will circulate to Steve and Myrna for review • Brian is in the process of finalizing a draft 37.5 pattern for NFPC • The committee is having difficulty finding an increased hours of work shift pattern that will work within parameters that have been set out (no increased cost or early lock up) • The union wants to conduct another poll of their members to determine if the membership support an increased hours of work as this will likely result in a change in current shift patterns 	
<p>K. Expressions of Interest (EOI)- Dean and Tony</p> <ul style="list-style-type: none"> • The union requests that an EOI be issued when a position becomes available mid-year. The EOI should be distributed widely • The union asks that the employer use the post rotation guidelines as part of the process, as this is seen as a fair process. • Stephanie agreed that all staffing matters should be transparent and fair, and communication should be clear, constructive and supportive of staff when they are not successful • It is recognized that, in the past, staff may not have been fully debriefed as to why they were unsuccessful • Managers and supervisors need to be better equipped to have difficult conversations with staff and we are working on a plan to help them improve in that area. • We are improving our processes to support staff to prepare for competitions • Centre ADW Staffing and CS recruiters, along with Sheila Allen, HQ analyst, have been working with staff to better prepare staff for the panel process. • Dean raised concerns about the perception of bias on some panels • Stephanie requests that this be dealt with at the local level by the local chair and the warden • Some of the lower mainland centres are considering a combined posting for CS vacancies. This may assist in minimizing the bias perception and will encourage people to consider other centres. • Dean stated that this was an area of concern at all Centres in the WES scores. 	

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<p>L. 10 Minute Shift Muster/Overlap 10 AM Weekends – Dean</p> <ul style="list-style-type: none"> • Dean raised a concern about staff not having an opportunity for a 10 minute shift exchange on weekends • Stephanie and Dean agreed that staff should not be going on to the living unit without reviewing relevant muster information • Centres have policy in place to require staff to review relevant information prior to going on the living unit • Stephanie reinforced that staff are not to begin their shift without reviewing relevant information, e.g., shift summary, and asks that this be addressed at the centre level to ensure staff do not go onto unit without reviewing muster information 	
<p>M. Hospital Escort New Settlement Agreement- Dean</p> <ul style="list-style-type: none"> • Dean indicates there are some inconsistencies between adult custody policy and local SOP's with respect to hospital escort. Some centre policies state the use of hospital security is okay and there is a contradiction between ACP and local SOP's. • Dean want the policies to be consistent – asking for clarification on the policy inconsistencies • Stephanie and Dean agreed to set up a meeting with the persons involved in the settlement agreement to discuss the issues and gain clarification 	<p>Stephanie to arrange meeting between arbitrator, Sue Godwin, Dean, Brian Campbell and Stephanie</p>
<p>N. Contractual approved union LOA's – Dean</p> <ul style="list-style-type: none"> • Dean brought up that sometimes union leaves have been delayed in getting approved and in some cases have been denied. • Dean clarifies that when a union leave is requested sometimes short notice is unavoidable, but we must conduct the business of the union. There has never been a time the union has not paid for the union leaves. • It was agreed between Dean & Stephanie that even with short notice union leaves can still be granted, even if the paper work is provided following a verbal or written advisement of the employer representative. • Both the employer and the union agree that the business of the union is an important part of maintaining a healthy relationship between the employer and the union. The employer supports that union leave for executive positions is a priority for the union. Union leaves will only be denied at the local level after first consulting with the provincial director. The provincial director will then immediately advise the component chair of the reasons for denying the leave. 	
<p>O. Seniority Agreement and Roll out – Dean and Stephanie</p> <ul style="list-style-type: none"> • The union and employer have met and reviewed the calculation of seniority • A joint communication between the union and the employer has been agreed to and the signed version will be circulated once its finalized 	

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<p>P. Victim Impact Statements - Dean</p> <ul style="list-style-type: none"> • A victim impact statement was prepared by the union for a staff assault that occurred at FRCC • Crown counsel provided positive feedback on the victim impact statement • Stephanie confirmed that headquarters is drafting a template victim impact statement, as well • Dean will provide the union's victim impact statement template to headquarters and we will jointly to draft the victim impact statement template • Headquarters will consult with our lawyers to develop a method to communicate the victim impact statement to Crown counsel 	<p>Dean to provide victim impact statement to Stephanie and Myrna</p> <p>Headquarters to develop a method of communicating the victim impact statement to Crown counsel.</p>
<p>Q. OHS Committee Appointments - Dean</p> <ul style="list-style-type: none"> • Dean reminded the group that union OHS members are appointed by the union • They are appointed by the staff representative assigned to centre in consultation with the local chair • The union OHS co-chair appoints the union OHS member to conduct accident investigation 	
<p>R. Benchmark Reviews – Dean</p> <ul style="list-style-type: none"> • The union is trying to get the CO and CS benchmark reviews to a hearing • Dean indicates this is an opportunity to receive a mid-contract raise to address low pay for CO's and CS's. • The union appreciates the support from management to resolve this in a timely manner 	
<p>S. MyPerformance Attendance Goals – Dean</p> <ul style="list-style-type: none"> • Dean expressed concern about staff being required to included attendance goals at the beginning of the My Performance cycle • Dean does not support members including an attendance goal • This will be reviewed at the local centre to determine the requirement • Staff shouldn't be predicting their attendance. The attendance is not on My Performance at the end of year • Stephanie confirmed the employer's expectation is that employees attend work. Access to the various leave options defined in the Master Agreement are available to support staff who find themselves not able to attend work. 	
<p>Next meeting</p> <ul style="list-style-type: none"> • September 20, 2016 	

