

**3.1 COMMITTEE MEETING  
FEBRUARY 7, 2013  
BCGEU Headquarters, Victoria**

**Attendance:** Pete Coulson, Provincial Director (Co-Chair)  
 Debbie Hawboldt, A/ Deputy Provincial Director/ Warden – ACCW  
 Dana Tadla – Deputy Provincial Director  
 Kary Steele, A/ Warden – SPSC  
 Shauna Morgan, Warden – VIRCC  
 Rick Hodgson, Warden – NCC  
 Evan Vike – Warden – KRCC  
 Joanne Hawkins, Warden – PGRCC  
 Lisa Anderson, Warden – NFPC  
 Steve DiCatri, Warden – FRCC/FMCC  
 Steve Dix, Director-Policy and Programs  
 Cindy Hoffmann, Analyst/ Recorder  
 Chris Gilbey, A/Resource Manager

**Union Attendance:**  
 Dean Purdy, Component Chair (Co-Chair)  
 Tony Tessari, 2<sup>nd</sup> Vice-Chair – Component Executive  
 Brian Campbell – Component Executive  
 Mike Scott, Recording Secretary – Component Executive  
 Chris Jack – Component Executive  
 Drew Kingston, 1<sup>st</sup> Vice-Chair – Component Executive  
 Wiho Papenbrock, Staff Representative

**Guests:** Tony Porter, Headquarters Analyst  
 Sue Godwin, Senior Labour Relations Specialist – PSA

**Regrets:** Gord Davis

ITEM	ACTION
<b>Introductory Remarks – Pete and Dean</b> <ul style="list-style-type: none"> <li>• Welcome to all.</li> </ul>	
<b>A. Budget Update – Pete</b> <ul style="list-style-type: none"> <li>• The ministry budget projections are not likely to change after the Throne Speech of February 19, 2013.</li> <li>• There continue to be significant budget restrictions and no changes are forecast for the near future.</li> <li>• Budget strategies continue to focus on finding ways to reduce costs where possible.</li> <li>• The government hiring freeze is still in effect although, Corrections has been given approval to hire CO's, CS's and managers within approved limits.</li> <li>• If inmate counts rise, close units will need to re-open.</li> </ul>	

ITEM	ACTION
<p><b>B. Facilities – Okanagan Correctional Centre and SPSC Expansion – Pete and Dean</b></p> <ul style="list-style-type: none"> <li>• BCGEU executive and other representatives are hoping for a tour of SPSC expansion when feasible. Pete agreed to this.</li> <li>• Dean expressed the importance of continuing to involve OHS point people with new builds and centre improvements as custody has done in the past.</li> <li>• Pete noted that branch managers and OHS representatives have been consulting locally.</li> <li>• The OCC project team is currently working on evaluating bidders.</li> <li>• The OCC project is scheduled and on track to break ground in the fall of 2014 and open in the fall of 2016.</li> </ul>	
<p><b>C. Uniform Committee Update – Dean and Lisa</b></p> <ul style="list-style-type: none"> <li>• All major issues have been addressed and changes will be reflected in the new Component Agreement.</li> <li>• The union is happy with the new clothing issue – shirts, fleece, pants, etc.</li> <li>• The committee will meet next at PDC in the spring of 2013.</li> <li>• The boots RFP is forthcoming.</li> <li>• Gord Davis will assume committee co-chair duties with Chris Gilbey; Eileen Johnston (ACCW) will be 2<sup>nd</sup> chair.</li> </ul>	
<p><b>D. Labour Relations/WES Surveys/Staff Forums – Dean</b></p> <ul style="list-style-type: none"> <li>• WES surveys will be conducted this year, but there is no official word on when.</li> <li>• Pete confirmed that staff forums are a priority and will continue to be held; Pete will be attending staff forums at all centres in March and April.</li> <li>• Dean stated that communication between centre managers and local chairs is essential, but he has noted concerns of late; Pete committed to ensuring these lines of communication are maintained.</li> </ul>	
<p><b>E. My Good Health – Pete and Dean</b></p> <ul style="list-style-type: none"> <li>• Union agreed to participate in the My Good health initiative; staff are being told that this is a voluntary process.</li> <li>• Information regarding the programs will be posted on the @Work website and sessions for staff will be arranged at the centres.</li> </ul>	
<p><b>F. Exemplary Service Medals – Dean</b></p> <ul style="list-style-type: none"> <li>• Union would like to see more COs being nominated.</li> <li>• Pete informed that half of the nominations this year are bargaining unit employees.</li> <li>• An e-mail was sent to all adult custody staff regarding the nomination process.</li> <li>• The union feels criteria &amp; process for nominations is not clear; the wording needs to be made more clear &amp; the process better defined.</li> </ul>	<p>Pete will ensure the wording in ICON is clear</p>

ITEM	ACTION
<p><b>G. Video Surveillance of Staff – Dean</b></p> <ul style="list-style-type: none"> <li>• Dean expressed the union’s position on the upgrade in cameras and viewing staff members as highly intrusive. The union disagrees with the employer using video cameras to monitor staff. The union was adamantly opposed to reviewing staff on cameras when the cameras were installed and their view remains unchanged. Pete outlined the employer’s concern about staff not doing inmate checks; in critical incident reviews since 2002, there have been 20 recommendations related to visual checks not being done or completed properly. ISO indicated we need to ensure policy is being adhered to. The purpose of conducting policy compliance checks by video is to ensure safety and security of staff and inmates in the centres.</li> <li>• Random audits of log books and other documentation are completed to ensure that staff are complying with ACD policy; random video compliance checks enhance this process.</li> <li>• FRCC has implemented random checks after a death at that centre; KRCC has had random video compliance checks in place for two years.</li> <li>• Viewing video is also used to protect staff from allegations from inmates.</li> <li>• The Master Agreement speaks to the use of video to ensure the safety of staff.</li> <li>• Pete noted that an interim legal opinion indicates that we are on solid ground in using video for policy compliance checks.</li> <li>• Adult Custody Policy will be introduced.</li> </ul>	<p>Pete will forward policy to Dean</p>
<p><b>H. Lower Mainland Hospital Escorts (ACCW, SPSC, ETO Payment) – Wiho</b></p> <ul style="list-style-type: none"> <li>• Wiho referenced an agreement from 1985 stating rules for escorts. It notes that hospital escort staff are to be compensated for coffee breaks.</li> <li>• Tony Porter explained that in the Master Agreement meal breaks are compensated but not coffee breaks.</li> </ul>	<p>Wiho will email the referenced agreement to Tony Porter</p>
<p><b>I. ACCW COs Working with Male Inmates – Dean</b></p> <ul style="list-style-type: none"> <li>• Dean advised that the union has received information from ACCW that female staff are uncomfortable when they are expected to escort male inmates and are not told upon hire that they will be working with male inmates.</li> <li>• Pete explained that correctional staff are hired as COs and trained to work with all inmates and not based strictly on the gender of the inmate.</li> <li>• Wiho made a formal request for female staff to be told upon hire that they could escort male inmates; Pete agreed.</li> </ul>	<p>Pete to ensure new female staff are advised</p>
<p><b>J. OHS Terms of Reference – Wiho</b></p> <ul style="list-style-type: none"> <li>• Terms of reference for all local committees have been signed off.</li> <li>• Expectations for prime contractors, including attendance at OHS meetings, are to be considered in the TOR</li> </ul>	<p>Tony and Wiho to meet to update and complete document.</p>

ITEM	ACTION
<p><b>K. Joint Safety Training – Wiho</b></p> <ul style="list-style-type: none"> <li>• Union is still interested in an opportunity to set up a committee to initiate joint safety training.</li> <li>• Wiho will conduct necessary research and then contact Tony Porter to develop a joint training proposal.</li> </ul>	<p>Wiho and Tony Porter to work together on proposal.</p>
<p><b>L. Shop Stewards – Dean</b></p> <ul style="list-style-type: none"> <li>• Wiho expressed concern that communication between stewards and managers is not as good as it was and stressed that dialogue between the warden and local chair is key.</li> <li>• Training is required for several new stewards; this was endorsed by both parties.</li> <li>• Pete requested a list of current shop stewards</li> <li>• Pete noted that HR/LR-focused training has been provided to managers and correctional supervisors.</li> </ul>	<p>Dean will provide Pete with a list of all stewards.</p>
<p><b>M. PTSD – Wiho</b></p> <ul style="list-style-type: none"> <li>• Wiho reported on concerns from staff about being labelled if they submit a claim for PTSD symptoms.</li> <li>• Brian Campbell would like Corrections Branch to take a proactive approach in providing information to staff (e.g. posting signs about PTSD) and support to staff before problems develop.</li> <li>• Pete advised that: CIRT teams provide support and information; information is provided in basic training; the director of mental health services can assist; and, the confidential Employee and Family Assistance Program (EFAP) is available to staff.</li> <li>• Debbie will coordinate with Leanne Howard at JIBC to ensure that PTSD is included as part of the CIRT training to enhance their involvement in informing and supporting staff about PTSD.</li> </ul>	<p>Tony, Debbie and Wiho will meet to discuss this issue.</p>
<p><b>N. Component Bargaining New 16<sup>th</sup> Component Agreement Wrap Up – Wiho</b></p> <ul style="list-style-type: none"> <li>• The component agreement is undergoing final proofreading.</li> <li>• The agreement has been restructured with three separate sections: General; Corrections only; and Sheriffs only.</li> <li>• Wiho and Sue are finalizing the agreement.</li> <li>• Identified issues include: The regular part-time letter – Wiho asked for it to be included in the agreement; Pete indicated that there was no need for it to be included. The information appendix will sit outside of the agreement.</li> <li>• FMCC portal-to-portal – grandfathered for those in Corrections prior to April 1, 2013; new hires won't receive it.</li> </ul>	<p>Tony, Debbie and Wiho will meet to discuss this issue.</p>
<p><b>O. Hours of Work Week Committee – Dean and Pete</b></p> <ul style="list-style-type: none"> <li>• Pete will forward four names for membership on the committee.</li> <li>• Union members will put forward a proposal for consideration by the committee.</li> </ul>	
<p><b>P. Provincial Rotation Agreement – Wiho</b></p> <ul style="list-style-type: none"> <li>• 3.2 committees will address this soon.</li> </ul>	

ITEM	ACTION
<p><b>Q. Staff Assaults/ Trends/ Crown's Stance – Dean</b></p> <ul style="list-style-type: none"> <li>• Dean asked for information concerning what the branch has done in dealing with Crown Counsel regarding staff assaults involving feces and urine.</li> <li>• Pete has met with provincial Crown Counsel regarding these sorts of assaults, as well as educating them concerning conditions of custody as it applies to applications for 2 to 1 credit.</li> <li>• Wardens are working with regional Crown Counsel to keep communication open regarding these issues. Part of the problem is police not forwarding appropriate paperwork for these sorts of cases.</li> <li>• ACD will continue to communicate concerns to Crown and educate them about the impact assaults have on staff and centres.</li> <li>• Tony provided updated violence statistics.</li> <li>• Dean advised that the branch and union's numbers on staff assaults is getting closer but there still are some discrepancies.</li> <li>• Adult Custody Division is conducting an analysis on the causes of violent assaults.</li> </ul>	
<p><b>R. Province-Wide Violence Tracking System – Dean</b></p> <ul style="list-style-type: none"> <li>• Dean discussed the use of this system and indicated a need for more details.</li> <li>• Tony will look at running a report on contraband and determine the potential for incident forms providing additional information.</li> </ul>	<p>Tony to consider establishing contraband report.</p>
<p><b>S. WSBC Province-Wide Correctional Inspections – Wiho</b></p> <ul style="list-style-type: none"> <li>• The next WSBC correctional centre inspection will take place at FMCC.</li> <li>• The schedule for inspections at the remaining centres is unknown.</li> <li>• Union has reviewed first two inspection reports and requested a meeting with WorkSafeBC next week. Some of the issues not addressed from the union's perspective include: staff to inmate ratio, direct supervision, double-bunking, and uniformity of protective equipment for staff.</li> <li>• The union will also be seeking a tripartite meeting among Adult Custody, the union and WorkSafeBC and will draft a TOR to address this.</li> <li>• Pete expressed concern about Dean going to the media after inspections and noted that this is not helpful for the process.</li> <li>• Dean noted that he is being advised by senior BCGEU officials regarding communication with the media. Dean also pointed out that the media contacts the BCGEU, not the other way around.</li> <li>• Wiho noted that Pete's concerns will be taken under advisement.</li> </ul>	
<p><b>T. Living Unit Support Staff – Dean</b></p> <ul style="list-style-type: none"> <li>• Union would like additional staff to support living unit staff at all times.</li> <li>• Pete informed that a committee is working with results of the living unit officer review which has been distributed to all staff. Union will be updated on progress made.</li> </ul>	<p>Pete will provide a copy of the LU review with Dean.</p>

ITEM	ACTION
<p><b>U. Smoke Masks – Dean</b></p> <ul style="list-style-type: none"> <li>• Dean inquired as to how many centres are using smoke masks</li> <li>• Tony advised that these masks are not safe for smoke-filled environments.</li> <li>• Centres are conducting risk assessments and it is anticipated that masks will be removed from all centres</li> <li>• Centres will develop local policy that address procedures for investigating smoke-filled areas.</li> </ul>	
<p><b>V. Disciplinary Hearings – Wiho</b></p> <ul style="list-style-type: none"> <li>• The employer audio records proceedings at disciplinary hearings; stewards do not use recorders as per agreement with the PSA.</li> <li>• Wiho noted that the union cannot stop members who want to record a hearing with their own recorder, but that members have been advised that it could result in a hearing not proceeding or being restricted.</li> <li>• Sue Godwin indicated there are privacy concerns if others are named in the hearing. She would like the union to control such recordings. Pete agreed that the union would need to control these recordings and that all stewards should be aware of privacy obligations.</li> <li>• Stewards need to be trained regarding privacy implications.</li> </ul>	<p><b>Wiho will establish union position and share it with the employer</b></p>
<p><b>W. Correctional Investigator (Howard Sapers) – Wiho</b></p> <ul style="list-style-type: none"> <li>• Mr. Sapers approached the union to determine if recent legislative amendments have resulted in a change in the number or profile of provincial inmates.</li> <li>• Pete noted that ACD frequently provides data to Statistics Canada about inmate profiles; and this information is published annually by the division’s research department.</li> </ul>	
<p><b>X. Tamil Migrants Update – Pete</b></p> <ul style="list-style-type: none"> <li>• There are two migrants left at FRCC – trailers have been removed from the centre.</li> </ul>	
<p><b>Y. ACCW Open Custody – Dean</b></p> <ul style="list-style-type: none"> <li>• Pete advised that the female count remains low, so open custody will not re-open at this time.</li> </ul>	
<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Fall 2013 – date and location to be determined.</li> </ul>	