

Provincial Joint Occupational Health & Safety Committee

Ministry of Community Safety and Correctional Services

Minutes

Wednesday, April 11, 2018

OPSEU Region 6 Office, 866 Newgate Avenue, Sudbury

Attendees

For the Union

- Sean Dunn (Co-chair)
- Mike Lundy
- Ryan Graham
- Gord Kiernan
- Monte Vieselmeier

For the Ministry

- Daryl Pitfield (Co-chair)
- Kacy Cumming
- Judy Franz
- Lisa O'Brien

Regrets

- Tracey Gunton

Resources

- Joscelyn Ross, Health and Safety Officer, Corporate OPSEU

Observers

- Billy Lepin, local union H & S members, Sudbury Jail
- Jeremiah Hebert, , local union H & S members, Sudbury Jail
- Alyssa Unwin, local President, Sudbury Jail
- Rick Webb, COM/OMSC member, Sudbury Jail
- Carrie Cashmore, local union H & S members, Sudbury Jail
- Allison Triemstra, local union H & S members, Sudbury Jail

Note Taker

- Lise Ledoux, Employee Relations Committee Coordinator

Announcement

Members thank Kevin West for his contributions to the committee. The committee welcomed Judy Franz as Kevin's replacement.

Previous Business

Institutional Services Items

1. **Inmate cell hatches (equipment available for safety)** – committee recommends to pilot the portable sample in one institution per region.

Action: Identify location and approve the sample hatch.

2. **Dumbwaiter (freight elevator) in A&D property area (Central North CC)** – no update.

Action: Awaiting approval of the business case.

3. **Update on full body scanners including results of feasibility scan province-wide and installation roll out** – no further concerns regarding the installation of scanners as they are in all institutions with exception of the Fort Frances Jail which is anticipated to be completed in the fall of 2018. The Employer reviewed and provided feedback to the Union on the draft best practices document. The committee recommends and supports the use of scanners for random unit searches throughout the year per the policy.

The Union is recommending local procedures be put in place regarding when scanners should be utilized.

Action: The Union will review the Employer's response to the draft best practices. The Employer will review and respond to the Union's above recommendation.

The Union also recommends that the body scanners be included as an available tool in the weapon threat assessment.

Action: Employer will review and respond to the Union's recommendation. Agenda item to be renamed to "Body Scanners".

- 4. Drones** – the Employer is researching technology to address drones around institutions.

Action: Employer to request a copy of the procedures established at the Ottawa-Carleton DC for the committee to review at the next meeting and draft a best practices document.

- 5. Segregation window security tinting** – the committee recommends that local institutions look at the same manner of tinting utilized at the RIC when windows need to be replaced.

Action: Item to be removed from the agenda.

- 6. Labour Board orders (Maplehurst CC)** – capital funding has been approved and the Employer is committed to completing the tinting of windows of the pods.

Action: Central Region will update the committee on implementation timelines.

- 7. Institutional cups** – the Union requests that the cups used in the RIC be standard across the province.

Action: Employer will follow up with Field and Operations Support Branch (FOSB).

- 8. Hot meal trays** – the committee is looking for alternative meal trays for segregation (soft) and a best practice to determine shelf life of current existing meal trays.

Action: Employer will follow up with FOSB.

- 9. Heights training for maintenance staff escorting on the roof** – training was approved and being arranged for applicable staff.

Action: Item to be removed from the agenda.

- 10. Lack of dry cell procedures** – Employer shared the responses from the institutions.

Action: Union to review the responses and provide response at the next meeting.

11. Standardized Security Training for Nurses – no update. Employer is waiting for the draft module for training for Health Care Services.

Action: Union to provide the Employer with a list of what they believe nurses should receive as standardized orientation training specific related to security.

12. Ion Scanners / Incoming Mail – Employer is reviewing several options for receiving mail (photocopy mail to share inmates, one central location for the province, etc.).

Action: Update to be provided at the next meeting. Item to be renamed “Incoming Mail”.

13. Lawyers and Volunteers (TSDC) – scanners were purchased and installed. Employer confirmed that lawyers and volunteers are being scanned.

Action: Item to be removed from the agenda.

14. Toilet Fishing (Hamilton-Wentworth DC) – the Union confirmed that this is occurring in several institutions/pods.

Action: Employer will invite Facilities Branch to the next meeting to discuss further. Item to be renamed “Toilet Fishing”.

15. Female Remanded Inmates (Vanier Centre) – no update.

Action: Waiting MERC decision regarding recreation officer.

16. BOSS Chairs – the Union presented an alternative option to BOSS chairs.

Action: The Employer will canvass the field to see where BOSS chairs are functioning and if not, next steps. The Employer will also present information on walkthrough metal detector service life.

17. Institutional Cleaning – Employer shared the responses from the institutions.

Action: The Union will present their feedback to the Employer for review and response.

18. Fleetnet/Escorts – the Employer has agreed to involve the Union in future discussions to any changes to communication equipment for Community Escorts and/or institutions.

Action: Item to be removed from the agenda.

19. Canteen Services – PJOHSC members are attending meetings. No concerns.

Action: Item to be removed from the agenda.

Community Services items

1. Probation and Parole Working Group – Community Services Health and Safety Working Group met on February 22nd (see attached minutes). Judy Franz has been appointed the Employer co-chair of the working group replacing Kevin West. Update provided on specific issues.

Action: Next meeting is scheduled on May 11th.

2. First Aid Trainers for Community Services – probation and parole offices are required to have only one person trained in first aid.

Action: Item to be discussed at the next Probation and Parole Working Group meeting. Item to be removed from the agenda.

Both Institutional and Community Services Items

1. Asbestos in facilities and probation and parole offices – 2017 reports for institutions provided to the Union. The Employer is reminding all institutions that the asbestos reports must be reviewed annually in conjunction with the local health and safety committees.

Action: Community Services reports to be provided when available.

2. Health and Safety Incident reports – no update.

Action: Waiting for the Union to provide a list of the information they wish to receive on the reports. Item to be moved under Community Services items.

- 3. Naloxone** – training has been delivered to operational managers in institutions as well as correctional officer training is being roll out. The Employer announced on April 4th that intranasal Naloxone spray kits will be provided in probation and parole offices in June 2018. There will be further communication in the upcoming weeks on training dates and the implementation strategy.

Action: Committee to discuss where naloxone will be securely placed in institutions.

- 4. Mandatory Staff Training** – no current concerns.

Action: Item to be removed from the agenda.

Standing Items

- 1. TB policy** – no update.
- 2. MOL mandatory health and safety awareness training for workers and supervisors on July 1, 2014 (training plan) / Safe Smart Training** – no update.

Action: Employer will share most current report when available.

New Business

- 1. Use of Oxygen** – the Union is requesting that training be provided to staff without 24 hour health care. The Employer is not supportive of additional training at this time.

Action: Item to be removed from the agenda.

- 2. Edge Weapon Training** – item referred from the Training and Development Subcommittee.

Action: Union to provide further information on the concerns.

- 3. Electronic Lock Testing (TSDC)** – the Union is requesting that semi-annual random testing of a lock to determine when silicone breaks down and needs to be reapplied.

Action: Employer to follow up on whether there is testing, how often testing is conducted and what is the preventative maintenance plan.

4. **Hatches (TSDC)** – the local Union requested that hatches be added in several locations and the local Employer denied the request.

Action: Employer to follow up.

5. **Snap Lock Hatches (TSDC)** – the Union reported that snap lock hatches were installed in some areas of the institutions and they have been well received by staff and they requested these hatches be installed in the mental health assessment unit.

Action: Employer to follow up.

6. **Hatch Policy** – the Union is requesting the ministry's direction regarding the use of force on an inmate to close a meal hatch.

Action: Employer to review and respond.

7. **Sprinkler Heads (TSDC)** – the local Union requested that some kind of an alternative cover option to be developed that will alleviate concerns over multiple broken sprinkler heads causing disruption to operations.

Action: Employer to follow up.

8. **MSA** – the Union requests the number of MSA units be reviewed based on existing fire plans due to the increase in correctional staff.

Action: Employer will survey the institutions.

9. **Vans** – the Union raised the following concerns regarding the new vans:

- a. Front inmate compartment opens up into oncoming traffic.
- b. Monitor on passenger's side impedes the air bag. Requesting verification on audio recording. Staff are aware that it records in the back inmate compartments.
- c. Height of new vans - unable to drive in some locations due to height restrictions.

Action: Employer to follow up.

10. Blood sample – discussion took place regarding the application process with the Consent and Capacity Board and follow up.

Action: Joint submission to be provided.

11. Ventilation System (Sudbury Jail) – the ministry continues to seek alternatives to repair and maintain the ventilation system. The Union is requesting for timelines for the repairs from the Employer as well as an air quality testing.

Action: Employer to follow up.

12. Radios (Sudbury Jail) – the Union has concerns that there are not enough radios in the institutions and those that may require a radio during duties are left without one.

Action: Employer to follow up.

13. Offender Transfer Operations – local health and safety committee is requesting that emergency lighting packages and audible alarms are added to assist in public and law enforcement agencies ability to recognize these vehicles as offender transport vehicles.

Action: The Employer will review the current applicable highway traffic act sections regarding emergency lighting capability and ensure that a consistent application will be complied with.

14. Escort handover from police – the Union has submitted a best practice document to the Employer.

Action: Employer to review and respond.

Next Meeting

- Tuesday, June 26, 2018 at the Central East CC

Signatures

For the Union:



Sean Dunn



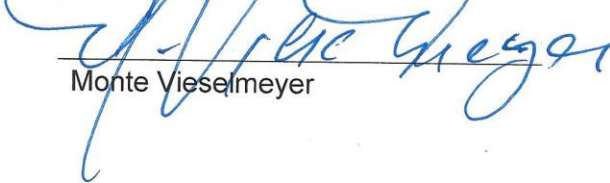
Mike Lundy



Ryan Graham



Gord Kiernan



Monte Vieselmeyer

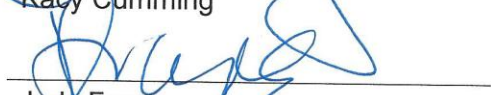
For the Ministry:



Daryl Pitfield



Kacy Cumming



Judy Franz



Lisa O'Brien