

**Court Services/BCGEU
Sheriff Services Article 3.1 Committee
Burnaby, BC
April 20, 2007**

Draft Minutes

In Attendance: BCGEU – Wiho Papenbrock (co-chair), Tod Purdy, Stephen Lisik, John Silvester, Kelly Hunter, Dean Purdy, Jesse Gale

MANAGEMENT – Roy Scott (co-chair), Peter Robinson (record of decisions), Ross McKenna, Wayne Willows, Brian Green, Barry Atkins, Brad Buck (guest)

A. Agenda Items

1. Firearm Range and First Aid Requirements
 - The employer will perform risk assessments for all firearm ranges used by instructors and will discuss with Justice Institute to ensure firearm instructors receive first aid level 3 and/or level 2 training as required.
 - Employer will look into renting and/or outfitting vans with necessary medical equipment while at the range.
 - Protocols will be established for instructors to follow when there is an emergency at the range.

2. Kevlar Gloves – LRM Report for PSA
 - Brad Buck discussed the background as to why LRM International Consulting was hired to investigate the permeation of sheriffs Kevlar type gloves. Brad also highlighted the findings and the implications of the report.
 - As recommended by Dr. Hilliard, Occupational Health Programs, when searching prisoners, staff need to either wear latex gloves alone or Kevlar gloves with latex gloves worn over top.
 - The Committee will ascertain whether a better Kevlar type glove can be sourced that is more puncture resistant, cut resistant, maintains the ability to discern feel while performing searches, is resistant to fluid penetration and allows its outer surface to be cleaned. Any move to a new style of glove needs to be based on science and the needs of the specific job duties. The current glove is one of the better available products at the moment in achieving some of the above criteria..
 - A high priority, as expressed by the union, is a puncture – resistant/proof glove.

3. Substitution Procedures
 - Employer will have more information for the committee at the next meeting

4. Union-Management Joint District Committees

- Employer and Union signed off on a Letter of Agreement with regard to the terms of reference for these six district committees (as attached).
- Discussed initial committee membership of the committees as follows:

District	Union Reps	Management Reps
101	Tod Purdy, Ugo De Bassi	Shane Gorman, Bob Baker
103	Stephen Lisik, Derrick Goodwin, Shawn O'Shea	John Northup and Ira Pratt
103B	Peter Clegg, Garry Marcinowsky, Hugh Tull	Ross McKenna, Gene Walsh
104	John Silvester, Bryce Graham	Al Rosa
105	Kelly Hunter, Nathan Davies	Barry Adkins, Bruce Smith
111	Jesse Gale, Eric Leblond	Sue Maillot and an Inspector of her choosing

- On May 17, a half day orientation session for all of the district committee members will be provided to discuss objectives, terms of reference, how to conduct meetings etc. The afternoon session will be conducted in Victoria.
- The Employer will assume the reasonable costs associated with these district committees.

5. Uniform Subcommittee Update

- Reviewed the status of the various uniform upgrade projects currently in progress. A summary of the projects can be found on the Branch's intranet site as a bulletin issued on April 18, 2007.
- Commitment to resolve by September: 1) a washable pant and 2) more suitable boot(s).
- Uniform subcommittee to meet soon to continue progress on securing a better quality jacket as well.
- Agreed that regular (bi-monthly) uniform updates should be posted to the Branch intranet site for staff information.
- Direction will be provided in very near future regarding the Coat of Arms issue.

6. Sheriff Services OHS Program review

- A subcommittee comprised of Peter Clegg, Steve Lisik, Peter Robinson and Brad Buck will further develop inspection/audit program of selected sheriff offices and their current OHS program.
- Need to initiate process as soon as possible.

7. Emergency Equipment

- Police Services is agreeable, in principle, with respect to the operation of emergency lights when an escort vehicle is disabled on the side of the road and another escort vehicle is dispatched to assist. However, policy needs to be changed first since the SPC appointment authorities are linked to the policy.
- It was mentioned that it may be advantageous if 3.1 and 3.2 committee members received the Advanced Escort training in order to be aware of issues.

8. Out-of-Province Escorts and Firearms

- BC sheriffs may travel to the Yukon by ground with their firearms as BC and the Yukon are in the same firearm authority district.
- BC is in the process of submitting applications to Alberta to have staff in various border offices (Cranbrook, Fort St. John and Dawson Creek) appointed as Special Constables in Alberta. This will allow our staff to carry firearms into Alberta during ground escorts. (Alberta is also pursuing an appointment process for their staff when they escort into BC)
- Mutual aid agreements with other provinces will likely address out of province air escorts as all escort agencies (except the RCMP) are in the same position when travelling to another province.

9. Medication Dispensing

- Tod raised issue about situation where police arrest a person with meds and prisoner is moved to sheriffs for court. There is some basic policy with regard to meds distribution set out in section 8.18.1 of the Sheriffs Policy Manual. There is also a Corrections/Courts Meds subcommittee that has been working on developing a meds guidelines booklet for deputy sheriffs and developing more specific policy with respect to meds distribution. The booklet is close to finalization and will be provided to this Committee at its next meeting.

10. Other

- The topics relating to retention and recruitment, radio communication and lateral transfers will be discussed at the next meeting.

Next Meeting:

September 2007