

**Ministry of Public Safety
and Security**

Western Region

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**Ministère de la Sûreté
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Ontario

Ministry of Public Safety and Security

Occupational Health & Safety Corrections Division Meeting

December 4, 2002

10:00 a.m.

Committee Members Present:

Paul Mooney
Cheryl Sikkes
Lise Wallace-Ledoux
Richard Gibson
Tony Valaitis
Barry Thomas

Daryl Pitfield
Barry Scanlon
Mark Dewar
Edward Almeida

Regrets:

Brian Wilson

Review of Minutes of October 2, 2002

Staff Training:

Meeting yet to be determined with new Director of Leadership and Training. Management Co Chair will contact OPSEU Co Chair when date has been chosen.

Kenora Jail:

Issue has been settled locally.

Sault Ste. Marie Coroners Recommendations:

All Coroners Recommendations are recorded on a data base by Information Management Unit. They track each Recommendation for training issues, etc. and will be asked to identify any issues that need to be discussed at this Committee.

Staff Clothing:

Gloves – Tender for new gloves closes December 13/02.

Cargo Pants – sample of a new style presently worn by OPP was displayed. Issue is still being reviewed.

Bomber Jackets / Rain Jackets – distribution still slow from Supplier

Correctional Officer Clothing at Cecil Facer:

A copy of the Directive was distributed with regard to the requisition of uniforms. Item resolved.

Black Pepper:

Following research and reviews by two Provincial Security Co-ordinators, a directive was issued in June of 2002 authorizing the use of black pepper in Correctional Facilities. OPSEU Committee side recommends that food for inmates be spiced at the source (ie., salt and pepper). OPSEU's recommendation will be brought to the attention of the Director of Management and Operational Support.

Fire Safety Equipment:

It was agreed between the parties that a special meeting will be convened to discuss the issue of Fire Safety Equipment. It was further agreed that a meeting will be held on January 8, 2003 or January 22, 2003 at 25 Grosvenor in Toronto.

Cobourg P & P Office:

Area Manager is sharing with the staff any updates on the progress of the relocation of the Cobourg Office

WHMIS Training:

C. Sikkes has reviewed and completed the computer program and recommends it be put in place for use in a couple of sites for pilot testing. R. Gibson recommends that Bell Cairn be contacted for the tracking of training base. The two sites recommended are Cambridge P & P Area Office, Huntsville P & P Office and a third site to be determined. The Ministry level Occupational Health & Safety committee endorses this project and it was agreed that the Management Co Chair will discuss with the ADM, Community Corrections to seek necessary authorization.

Young Street P & P Issue:

The installation of convex mirror and door enunciator has been installed.

Grouping of Probation Work Sites:

Item is to be deferred to next meeting

OPS O H & S Policy:

Laminated copies have been received and will be distributed in near future.

NEW BUSINESS:

Weapons/Ammunition entering Institutions:

The Committee recommends that this matter be referred to the Director of Management and Operation Support to examine the development of a protocol to deal with outside breaches. Areas such as ICIT Co-ordination, search procedures, etc. will be addressed. The OPSEU side is willing to identify a representative(s) to participate in any work group established for this purpose.

Identification Bracelets:

OPSEU recommends that identification bracelets be worn by all inmates. Management Co-Chair will obtain an update from Security Committee prior to the next meeting.

Bill 105:

Copy of press release shared for information purposes.

Violence in the Workplace Policy:

The development of a Violence in the Workplace Policy has been referred to the H & S committee as a result of an OLRB Memorandum of Agreement. D. Pitfield will be the OPSEU lead on this initiative. Management to identify a lead on their side. Information to be gathered from other jurisdictions, internet, etc and leads will report back to this committee at next meeting. Status of draft paper on workplace violence developed by D. Pitfield and M. Simpson to be determined at next meeting. R. Gibson to check with MBS who is looking at Corporate Policy in this area. The target date for completion of draft policy is March 2003.

Shampoo /Canteen Concerns:

Johnson's No More Tears Shampoo, Old Spice Deodorant, Gold Magic Shaveless Cream, Beebe Castor Oil – these products will be referred to the Security Committee for review as the OPSEU side believes that they create a security/safety hazard. This committee recommends that before new free issue or canteen products are purchased that they be reviewed by the Security Committee. Once items are cleared by the Security Committee that the information will be shared with the Co-Chairs of the Ministry H & S Committee to provide them with the opportunity to comment in a timely manner prior to the items being purchased.

H & S Hazard Analysis Training:

OPSEU felt that the Training was quite satisfactory. They were pleased that Phase 2 was a success. They believe that in the future instructors with correctional backgrounds would be beneficial, as would be some minor modifications to the modules. Corrections Division are to be commended for the timely completion of the training, ahead of all other Ministries in the OPS. Early In the new year, H R Policy and Planning will be sending out a survey to determine any remaining areas in the Ministry that require this training.

Overcrowding Initiatives:

Overcrowding issues continue and in OPSEU's view have worsened since a joint paper was submitted to the ADM in September 2001. To date, no response has been received. The Management Co-Chair to enquire about status of paper and to report back to Committee.

HWDC-Recreation Issue:

OPSEU presented a description of a Temporary Recreation Pilot Program for Remanded Inmates proposed at HWDC as a result of OLRB order. Copy of Program attached. Management Co Chair to review and respond to Union Co Chair prior to next meeting. (see attached)

Substance Abuse Training for All Staff:

OPSEU reported that Pilot Sessions at Sault Ste. Marie Jail and Millbrook have been successful and they would like to see delivery of this program expanded. This matter, among others, will be raised with the Director of Leadership Training and Development Centre when the Co Chairs meet with her in the near future.

North Bay Jail – Segregation Doors:

OPSEU recommends that an interim solution should be put in place immediately ie., Lexan Glass. Management Co-Chair to bring OPSEU recommendation to the attention of the Regional Director, Northern Region.

Search Procedures at Maplehurst CC:

Although there has been recent improvement in the functioning of the local H & S Committee, some issues remain to be addressed. Specifically, it is OPSEU's position that the Minutes of Settlement dated November 27, 2001 relating to search procedures and illicit drugs have not been complied with. B. Thomas to follow up with Regional Director / Superintendent and report back to Co-Chairs.

Policy on Employee TB Testing:

C. Sikkes will follow up with B. Wilson to obtain more information on this item.

Hamilton Centre – Concerns on Shared Washrooms:

Discussion ongoing with Building Owner and refer to next meeting.

Ergonomics in P & P Offices:

The ADM is in the process of collecting a roll up through RDs to ascertain what the scope of issues are. Communication is going out from the ADM office to Area Offices regarding their ergonomic concerns. This committee will be kept informed of the developments.

Next Meeting:

Tuesday, February 18, 2003 at Maplehurst C.C.

Paul Mooney

Daryl Pitfield

Cheryl Sikkes

Edward Almeida

Lise Wallace-Ledoux

Barry Scanlon

Barry Thomas

Tony Valaitis

