



VANCOUVER POLICE DEPARTMENT



MINUTES

TEAMSTERS LABOUR/MANAGEMENT

Date & Time	Wednesday, January 18, 2017 at 1000 hrs
Location:	Room 705, 3585 Graveley St.

IN ATTENDANCE FOR JANUARY 18, 2017

TEAMSTERS: Karlene Bateman, Ruby Rivas, Leslie Neil, Deanne Ruschke

VPD: Christine McLean, Lisa Tran, Sandy Lidder, and Cathy MacPherson

➤ No Agenda ➤ Two items for discussion: 1. Critical Incident Stress Management (CISM) for Civilians 2. Parking
➤ Meeting Chair – Christine McLean ➤ Minutes– Lisa Tran

1. ISSUE: CISM FOR CIVILIANS**CHRISTINE MCLEAN**

DISCUSSION: Ms. McLean provided that the sworn members have had a CISM team for a decent period of time and that there was a noticeable need for support for the civilians following the a couple of incidents at the Public Service Counter at Cambie. Ms. McLean said that Insp. Jess Ram agreed to help to put a Civilian CISM team together and provide the training.

Ms. McLean said the process for the selection of the team was as follows:

- 40 people nominated – through e-mail by peers
- HR will notify nominees
- Inspector Ram will host an info Session (January 30/17- 13:30 hrs.) and will provide overview of what CISM is/is not (i.e. not psychiatric or counselling). Individuals can choose to move forward or not.
- Selection process will be through interviews by HR and Jess Ram so that the team can be narrowed down to 10-12 people (not management nominations)
- Once the interviews are completed and a preliminary team is selected, the individuals will go through a psychological readiness interview with Inspector Ram
- Once the members have gone through both interviews and assessments they will attend training from March 6,7,8, 9 (four days), and then completed a fifth day (Mar 10) to develop terms of reference, mandate, and policies and procedures
- Two coordinators (volunteer) will be selected from the team and the team will manage itself.

- In the future the training sessions will be done with cost recovery in mind, and will possibly include sworn in training
- The team may also extend to civilian peer support- not critical incident –i.e. family matter, death etc.
- The program is intended to reside outside of HR, and is intended to be confidential, with the exception of instances where there is a threat to themselves/others

ACTION: Remove

2. ISSUE: PARKING

CHRISTINE MCLEAN

DISCUSSION: Ms. McLean advised that Sr. Director Dawna Marshall Cope will be putting out a bulletin to remind staff that the cost of parking is \$2 per day or \$30 per month. Some of the lots don't have machines (ie Property Office), but they manage to collect by having a parking jar for the money. There is also an issue of civilians and sworn members not paying downstairs, which continues to be an issue.

Ms. Neill commented that the lines in the Kootenay lot need to be re-painted. Ms. MacPherson said that it is on the Facilities' to-do list.

ACTION: Remove

FOLLOWING ADDITIONS: # 3, 4, 5, 6, 7, and 8

3. ISSUE: LMM MINUTES

KARLENE BATEMAN

DISCUSSION: Minutes from labour management need to be finalized.

ACTION: Ms. Bateman advised she would send the minutes to Ms. McLean and Ms. McLean would put into final format.

4. ISSUE: EMPLOYEE SATISFACTION SURVEY

CHRISTINE MCLEAN

DISCUSSION: Ms. McLean advised that the Satisfaction Survey was soon going to be sent out for employees to fill in and encouraged everyone to take the time to complete it.

ACTION: Remove

5. ISSUE: SENIORITY & L.O.S.

LISA TRAN

DISCUSSION: Ms. Tran advised that the Seniority and LOS list would be completed on time.

ACTION: Remove

6. ISSUE: EMPLOYEE RECOGNITION LUNCHEON

CHRISTINE MCLEAN

DISCUSSION: Ms. McLean announced that the Civilian Employee Recognition Luncheon to be held April 4, 2017, and that HR will also be holding an event to recognize Traffic Authority.

ACTION: Remove

7. ISSUE: EMPLOYEES OFF FOR EXTENDED PERIOD

KARLENE BATEMAN

DISCUSSION: Ms. McPherson asked who people should contact at the Union regarding extended sick / maternity / LOA. Ms. Bateman advised that Dianne in the Dues Department is the contact (contact info on Teamster Page). HR advised that they provide individuals with a package that contains information about benefits, etc when they are off and would include information pertaining to dues in the future.

ACTION: Remove

8. ISSUE: RESPECTFUL WORKPLACE TRAINING VIDEO

CHRISTINE MCLEAN

DISCUSSION: Ms. McLean advised we were expanding our Respectful Workplace training – video scenarios to create dialogue as part of training. Hoping to have completed in the Spring. Going to the PCC for approval to fund the project. Will need actors.

ACTION: Remove

9. ISSUE: MAILBOX

LISA TRAN

DISCUSSION: Jimmy Lee is waiting for HR to confirm the name of the box to finalize (email).

ACTION: Update at next meeting

Meeting concluded at 10:30.