



Thursday, September 20, 2018
11:00 hours
3585 Graveley Street – Room 358

Minutes: Civilian & Auxiliary Police Services, HR

- Union raised, Old Business Item A, and a discussion ensued on scribe training.
- The Union stated that it is difficult to attend training because of it being on the East Coast, and required the endorsement from the VPD.
- The Employer inquired about whether certification, recertification or refresher training is required as it may meet the requirements for Mandatory Training.
- The Union stated that they will be looking into the training, and will look at the prerequisites for the training. The Union asked if there was money put aside for training and the possibility of having Fiona (Trainer) come to the VPD and put the training on for 11 IAs.
- The Employer raised that there may be a benefit of having the Canadian Police College put on the training out West, and the VPD could do cost recovery. Discussion ensued concerning the different areas (ie Level II versus Invest).
- The Union raised Old business correction regarding the availability of disclosure training, for people who have done the training and keeping them up to speed, not for the current IAs, so that the non-IAs have the ability/opportunity to keep the skills up. Related to the Adobe training.
- The Union raised addition to New Business.
 - Add "Recordings will be saved on the drive for parties to access if necessary."

- Union raised rescheduling of the LMM. The Agenda had Oct 20th on it, when it was Oct 11th previously. No change needed.
- The remainder of the Agenda was approved.

III) Old Business:

a) Item: Scribe training

Karlene Bateman

Discussion:

- The Union is looking into items on that topic from the last meeting, but wasn't able to get all the info, and would like to table to the next meeting. The Union stated that they will also ask the questions brought up during the earlier discussion.

Action: *Table to next meeting.*

b) Item: Procedure Manuals – Utilizing Practicum Students Charlaine McLeod

Discussion:

- Neither party had a clear indication of the issue. A number of possibilities were raised. In the end it was thought that it was related to an applicant not having access to a procedure manual in a competition.

Action: *Karlene Bateman to discuss item with Charlaine and get further detail.*

IV) New Business:

a) Item: Sit-stand desks (availability and criteria for civilians) Karlene Bateman

Discussion:

- The Union stated that they had some research on the effect of sedentary work and listed some of the risks, and the health benefits of standing.
- The Union stated that someone said that people at 311 get sit stand desks, and another group that the Teamsters represent all have them.
- The Union said that there are cases where people want them for a proactive basis, rather than reactive such as accommodations with medical.
- The Union stated that they are raising this as a proactive item, and understands that there are financial costs, if desks were available that people would take advantage of it.
- The Employer stated that this is a big topic right now, and that City of Vancouver funded projects are getting sit stand desks when new spaces are being created.
- The Employer also provided that there is a process being reviewed for distribution of sit-stand desks, and that there are some mobile desks, but are only suitable for certain height (i.e. between 5'3-5'7).
- The Union raised a concern that more sworn than civilians seems to be getting the desks.

- The Employer provided that Health and Safety would do an ergo assessment first, then if that didn't work then they would go on the list. The process is now being moved over to PERASU in conjunction with CAPSU to manage the accommodation requests. The Employer re-iterated that part of the review in HR and Health & Safety is to ensure that a sit-stand desk is appropriate for the employees' medical conditions.

Action: *Christine McLean is to ask Bill Ng from Facilities if there is a budgetary plan to retro-fit work areas with sit-stand desks.*

b) **Item:** Court & Detention Service Section move to Operations Karlene Bateman

Discussion:

- The Employer stated that CDSS will be moving to Operations Division under North Command, effective October 1, 2018. No actual changes to location, just changes to the reporting structure as it didn't appropriately fit under Support Services. The move will ensure that there is a Superintendent (Marcie Flamand).

Action: Remove

V) **Next meeting:**

Date: Tuesday, November 6, 2018

Time: 10:00-11:00

Location: Graveley - Room 358