

**FORWARDED ON BEHALF OF
THE PANDEMIC WORKING GROUP**

To: All VPD Employees - Civilian and Sworn
COVID-19 Update: November 12, 2020

The following will provide an update on key developments and reminders for the week of November 12, 2020, in response to the COVID-19 Pandemic. As the Vancouver Police Department's response remains fluid and adaptive, it is important that all VPD staff continue to follow the developing situation on a daily basis.

Key Updates for November 12, 2020

- VPD Employee Tested Positive for Covid-19
- Provincial Health Order – *Enforcement Authority*
- Self-Assessment Protocol – Employee and Supervisor Requirements
- VPD GO# 20-54066 with Covid-19 to be closed on November 20, 2020
- VPD Gym Facility online sign-up
- Lunchroom Covid-19 Prevention Practices
- Room Capacity Occupancy Compliance
- Provincial Health Order – Employee Compliance

VPD Employee Tested Positive for COVID-19

On November 12, 2020, a VPD employee tested positive for Covid-19. The employee is following medical advice and is self-isolating as per medical direction. A preliminary internal contact tracing was conducted, and due to a number of identified close contact exposures, several employees have been identified and advised to self-isolate. Public Health will conduct their contact tracing procedures and notify all employees accordingly.

All employees are reminded to adhere to the VPD Operational Safety Guidelines, Non-medical Mask Protocols, and to respect the occupancy capacity limits set for rooms and elevators for everyone's safety. Additionally, PPE is available at all VPD facilities and employees must wear masks during meetings when social distancing is unpredictable or cannot be maintained.

Provincial Health Order – *Enforcement Authority*

The following Provincial Health Order offences are enforceable by law enforcement under the *Covid-19 Related Measures Act*.

COVID-19 Related Measures Act (CRMA) Contravention			Provision	Fine	Victim Surcharge Levy	Ticketed Amount
Item 23.4	Schedule 2	Contravention of the Food and Liquor Serving Premises Order	Section 2 (2)	\$2,000*	\$300	\$2,300
Item 23.4	Schedule 2	Contravention of the Gatherings and Events Order	Section 2 (2)	\$2,000*	\$300	\$2,300

COVID-19 Related Measures Act (CRMA) Contravention	Provision	Fine	Victim Surcharge Levy	Ticketed Amount
Item 23.4 Schedule 2 Promote or encourage attendance at non-compliant gathering or event	Section 4	\$200	\$30	Temporarily Unenforced \$230
Item 23.4 Schedule 2 Fail to comply with direction from enforcement officer	Section 5	\$200	\$30	\$230

Item 23.4 Schedule 2 Abusive or belligerent behavior	Section 6 (1)	\$200	\$30	\$230
Item 23.4 Schedule 2 Fail to comply with patron conditions.	Section 7	\$200	\$30	\$230

The Emergency Program Act Enforcement protocols are located on the Intranet Covid-19 website, as well as all newer model MDT Laptops on the Intranet.

See link below for full breakdown of current Provincial Health Orders and enforceable options.

<http://references.sharepoint01.vpd.bc.ca/COVID19/Bulletins/EPA-Enforcement-Guidelines-For-Patrol.pdf>

Self-Assessment Protocol– Employee and Supervisor Requirements

In accordance with the Provincial Health Authority and WorkSafeBC, the Vancouver Police Department requires all employees to complete the Employee Self-Assessment prior to every workday.

Employee Requirements

- All Employees are required to read and sign the VPD Employee Self-Assessment Protocol located in Power DMS at link below.

<http://powerdms.vpd.bc.ca/client/DocumentViewer.aspx?DocumentRevisionID=143>

- Employees are not required to fill out a hard copy version of this form – each employee is required to ask all of the associated questions of themselves prior to attending any VPD facility.
- If an employee answers yes to any of the self-assessment questions, they are to stay home and notify their supervisors.

Supervisor Requirements

- Supervisors are required to ensure that all staff complete this self-assessment before attending any VPD facility.
- If an employee has answered **yes** to any of the self-assessment questions, the Supervisor is required to ensure the employee stays home (or goes home immediately if symptoms develop while on duty).
- Supervisors are to direct the employee to contact 8-1-1 for medical direction, and to advise HR of any risk of COVID-19 exposure. Refer to the employee exposure flow chart for further detail.

<http://references.sharepoint01.vpd.bc.ca/COVID19/Bulletins/COVID-19-EXPOSURE-FLOWCHART.pdf>

VPD Gym Facilities Online Scheduling

Effective November 9, 2020, VPD moved to an on-line booking system for all three gyms (Cambie, Graveley, Annex).

- Current paper sign-in sheets are no longer be available
- Members must sign up for a gym timeslot in the VPD Gym Scheduler (link below)
- Only ONE session may be booked at a time
- Your next booking will only be available once your current timeslot has expired
- All bookings start on the half hour and total 1 hour, including the required cleaning time
- System does not allow booking for other members
- If you cannot make your scheduled gym time, please cancel it and book a new session.

Sign in can be found at the link below;

<http://ipar.vpd.bc.ca/BookedScheduler/Web>.

OR

On the Intranet, under the Fitness Centre link

*Members are additionally able to sign-up from work regulated phones or via home access.
This can be done by following these steps:*

*Get to the VPD Intranet using the Access App → ipar.vpd.bc.ca → click the link for Gym Schedule
→ login with pd and desktop password → sign up for your gym time.*

VPD COVID-19 General Occurrence Report 20-54066 to be closed on November 20, 2020

The General Occurrence Report 2020-54066 relating to Covid-19 updates will be closed on November 20, 2020. The PWG is working to centralize all relevant and current information relating to Covid-19 in one unified location. Employees are encouraged to check in with the daily updates on the VPD Intranet Covid-19 or <https://vpdemerg.ca/>

Kitchen Covid-19 Prevention Practices

Employees are reminded that kitchen areas are shared spaces. In accordance with WorkSafeBC and the BC Provincial Health Order, employees are asked to adhere to the following guidelines;

1. Do not use the communal utensils, dishes, cups, mugs, etc. Employees are encouraged to bring their own from home;
2. Do not leave any used items in the sink, fridge, or counter. Wash the used dishes and bring them home after each day;
3. Do not leave items in the fridge for extended periods. No condiments are to be stored in the kitchen areas overnight;
4. Regular clean/disinfect frequently touched surfaces (including shared small appliances) and maintain physical distancing, when possible.

Room Capacity Occupancy Compliance

The PWG has clearly marked room capacity signage for all meeting rooms within VPD Facilities. In compliance with the Provincial Health Order and WorkSafeBC, employees must follow all room capacity signage to ensure all precautions are followed to minimize Covid-19 exposure. Again, the wearing of PPE or Non-medical masks is strongly encouraged for all meetings, regardless of attendance numbers and is mandatory in all cases where social distancing is unpredictable or cannot be maintained.

Provincial Health Order – Employee Compliance

All VPD Employees are reminded to comply with public health orders while on duty.

On November 7th, 2020 Dr. Henry announced restrictions on restaurant attendance. As stated in the Health Order, restaurants can continue to operate as long as Covid-19 safety plans are in place. Attendance at restaurants are limited to people within your own home or core bubble, with a maximum of six people at a table.

Employees are encouraged to limit squad/team eat-ins until the Public Health Order has been lifted or amended. Additionally, employees are encouraged to minimize group socialization while at work within to minimize potential exposure.

Suspected Exposure or Illness

Any members or civilians experiencing COVID-19 symptoms or requiring medical advice relating to COVID-19 should call 811 or their physician and follow the direction of a medical professional.

Exposure Flow Chart

Members or civilians who are directed to undergo a COVID-19 test or to self-isolate should take the following steps:

1. Contact their sergeant or supervisor and provide an update
2. Sergeant or supervisor to contact Pandemic Working Group VPDPandemicworkinggroup@vpd.ca (604-717-0512) and/or Human Resources at the on-call phone number to notify them of direction provided by medical professional
3. A member of the HR team will contact the member or civilian to follow up directly

If a member or civilian is advised by a medical professional or health authority, i.e. 811 to isolate for any COVID-19 related reason; they must call the **VPD Sick line** and follow the prompts to ensure that their isolation time is coded correctly.

Sworn Members:

- Dial **604-717-9600**
- Press 1 to book off
- Press 2 to book back on
- You will be asked a series of questions. After answering each question, press the # key to go to the next question.

Civilian and Auxiliary Police (Jail, C S, TA/Special Constable) Members:

- Dial **604-717-9700**
- Press 1 to book off
- Press 2 to book back on
- You will be asked a series of questions. After answering each question, press # key to go to the next question.

Health and Wellness

CISM/Peer Support

Members are reminded that if they require support during the COVID-19 crisis they can contact CISM/Peer Support and *Vancouver Beyond the Blue*. Information on these services and other supports and can be found on the COVID-19 intranet website and on VPDemerg.ca.

Accessing Key COVID-19 Information

From your desk:	VPD's CoVID-19 Information & Updates webpage via the Intranet http://references.sharepoint01.vpd.bc.ca/COVID19/default.aspx
From your email:	Weekly Situation Reports distributed to your VPD email address
From the road:	VPD GO 2020-54066 accessible by MDT
From home or cell:	Go to VPDemerg.ca . Password: Nitro



John Gibbons | Sergeant 2399
Support Services Division
Vancouver Police Department
604.717.9263 | john.gibbons@vpd.ca