



VANCOUVER POLICE DEPARTMENT



MINUTES

TEAMSTERS LABOUR/MANAGEMENT

Date & Time	Tuesday, March 22, 2016 at 1000 hrs.
Location:	Human Resources Boardroom, 3585 Graveley St.

IN ATTENDANCE

TEAMSTERS: Ms. Karlene Bateman, Ms. Leslie Neill, Ms. Beth Grayson, Ms. Charlaire McLeod, Ms. Olivia Kajander, Ms. Deanna Ruschke, Ms. Ruby Rivas

VPD: Ms. Christine McLean, Ms. Cathy MacPherson, Ms. Lisa Tran, Supt. Rankin

➤ Approval of Agenda with the following additions: 1. Timeliness of response from HR in regards to policy grievance – Ms. Bateman
➤ Approval of January 19th, 2016 minutes was tabled After a brief discussion on changes the Union had recommended, It was decided that the approval of the January 19th minutes would be tabled for the next meeting. Ms. Bateman had added some history to the minutes to give context to the topics discussed and Ms. McLean and Ms. MacPherson voiced their concern that the additions changed the context of what was actually discussed at the meeting. Ms. Bateman stated that it was very clear that the additions were not from that particular meeting. Making the minutes more 'generic' and not including the names of units or individuals was mentioned and agreed by all. At the time of the initial meeting for the minutes in question, this was not specified which is why the information was included in the draft minutes (unit name only). Ms. McLean suggested that everyone review their notes and approval will be tabled for the next meeting. It was also discussed and agreed upon that moving forward the meetings would be recorded for reference purposes.
➤ Meeting Chair/Minutes– Ms. Karlene Bateman / Ms. Olivia Kajander

OLD BUSINESS**1. (A) VACANT/FROZEN POSITIONS****CHRISTINE MCLEAN**

Ms. McLean circulated a list of current vacant/frozen positions and noted their status as of March 17, 2016:

- VSU, Crisis Intervention Case Worker: Position has been posted
- SCU, Crime Analyst: Testing and interview stage

- TCU, Digital Forensic Examiner x 2: On hold
- TSS, Clerk III: Testing and interview stage
- CU, Kennel Attendant: Posted externally
- DSU, Clerk II: Held in RAR
- DSU, Document Server: Under review Mar 23rd by position control committee
- PFSSU, Clerk Property & Stores: Held in RAR
- PFSSU, Property Custodian: Competition is in progress
- FLO, Fleet Attendant x 4: Competition is in progress
- ICT, Network Technician: Position has been posted
- TSSU, System. Analyst III: Position has been posted
- CMU, Clerk III: Under review Mar 23rd by Position Control Committee
- CRU, Clerk IV: Under review Mar 23rd by Position Control Committee
- CRU, Clerk IV: Under review Mar 23rd by Position Control Committee
- CLU, Clerk V: Awarded but vacant
- RMU, Clerk V: Awarded but vacant
- CMU, Clerk V: Under review Mar 23rd by Position Control Committee
- PSU, Clerk V: Under review Mar 23rd by Position Control Committee

Update at next meeting

(B) RAR UPDATE

CHRISTINE MCLEAN

Ms. McLean advised that there have been no changes and therefore nothing to update for the RAR. The positions outstanding remain the same, the Digital Forensic Examiners.

Update at next meeting

(C) DIGITAL FORENSIC EXAMINERS

CHRISTINE MCLEAN

Ms. McLean advised that the two positions are currently still on hold as the language is being finalized by Gail August. Ms. McLean advised that the VPU has some concerns about the position.

Update at next meeting

(D) RFT EMPLOYEE IN A JOB SHARE – DEFER A/L HOURS

UNION RESPONSE

Ms. Bateman advised that after reviewing the specifics, the request does not appear to meet the criteria as per the collective agreement.

Removed

(E) SAFETY AT CAMBIE & GRAVELEY BUILDINGS

EMPLOYER RESPONSE

Ms. McLean commented on the matter of fire drills and will look to see if there is a link on the Intranet. Ms. MacPherson confirmed that the report that was done by OCS for 2120 and an

update was provided to Ms. Bateman and Ms. McLean. The DSO has attended a course in Gatineau on this topic and will be submitting a report for all other Police buildings. Ms. MacPherson will follow up with Ms. Dawna Marshall-Cope in regards to publishing the findings from the report in the meeting minutes and making the information available to the membership.

Update at next meeting

NEW BUSINESS

1. MANDATORY HIGH STRESS DEBRIEF

CHRISTINE MCLEAN

Ms. McLean advised that Ms. Sybille Jackel has sent out the High Stress Debrief notifications to all those that are mandated. Ms. McLean reminded everyone that should an employee have concerns about attending a mandatory debrief they should contact Ms. McLean directly. A review will be done to determine whether it is still mandatory in their position. The concern was initially raised by an individual having to disclose this information on an insurance claim form.

Remove

2. SENSITIVE INFORMATION AND SHOP STEWARD CONFIDENTIALITY

CHRISTINE MCLEAN

Ms. McLean referred to a couple of matters that had come up in the past couple of weeks. There is a good working relationship between the Stewards and HR, but there were a couple of occasions where in trying to be helpful, information was shared unintentionally. If unsure about whether information can be shared she asked that you check directly with her first.

Remove

3. SENSITIVE INFORMATION AND MANAGEMENT/EXEMPT CONFIDENTIALITY

KARLENE BATEMAN

Ms. Bateman advised that she is aware of incidents where VPU members have been overheard repeating information concerning civilians that was confidential. An example was given where a civilian applied for a job posting with the expectation that this was to remain confidential and not shared. They were then approached by a sworn member who had knowledge that they had applied for said competition. These sworn members were not part of the selection process and should not have had access to this information.

A brief discussion took place about the differences between the civilian and sworn job posting and competition process. It was acknowledged that while there are clear differences between the processes there is no language in the Teamsters Collective Agreement about it.

Ms. McLean advised that she would communicate to the Sergeants the importance of keeping this information confidential. She asks that questions be directed to HR and that people not try to fill in the blanks.

Remove

4. ACKNOWLEDGMENT OF RECEIPT FROM HR OF APPLICATIONS RECEIVED VIA EMAIL**KARLENE BATEMAN**

Ms. Bateman advised of a recent incident where an employee received an email that led them to believe that HR had deleted their email for two job postings they had applied for a number of years ago. Further investigation revealed that this was the result of a purge that was done by IT and HR had indeed received and read their application. In discussing this matter with the individual, another issue arose, specifically if HR acknowledges receipt of the emails they receive for applications for job postings.

Ms. Tran advised that an email reply is sent to internal and external applicants who do not have bidding rights. At the request of the Union, Ms. Tran will contact IT for information for the purpose of setting up an auto reply acknowledging receipt for other applicants.

Update at next meeting

5. SECONDMENTS – UNION RECEIVING COPIES OF AGREEMENTS**KARLENE BATEMAN**

Ms. Bateman requested that the Union receive a copy of the agreement for Teamster members that are seconded to other agencies.

Ms. McLean advised that because the MOU is held up in Ottawa (RCMP) they have been releasing members upon receipt of an email acknowledging that our collective agreement would be honoured.

Supt. Rankin advised that they are having similar concerns and issues on the sworn side. He advised that the issue arises from the lack of clear language in regard to respecting the terms of our collective agreements. He also advises that the lawyers have identified areas of concern in the MOU and there will be a meeting on May 4th with lawyers, city legal and the VPD to work out the MOU.

Update at next meeting

6. SECONDMENTS – CURRENT (WHO, WHERE AND HOW LONG)**KARLENE BATEMAN**

Ms. Bateman requested that the Union be provided a list of who is seconded, where they are and for how long.

Ms. McLean to provide Ms. Bateman with said list.

Update at next meeting

7. SWORN MEMBERS DOING TEAMSTER WORK**KARLENE BATEMAN**

The Union has brought forward concerns in the past about others performing Teamster work. Ms. Rivas mentioned a practicum student doing work of a Teamster in BET. A brief discussion took place surrounding the circumstances of the event. It was agreed that BET fell into a backlog due to reduced hours as a direct impact from the RAR.

It was also determined that due to lack of communication between the districts there was an overlap in A/L that was granted leaving all the districts short with not enough coverage, including BET. It was also determined that there was a miscommunication with the return of the assistant for D4 and what the responsibilities would be with respect to coverage. Ms. McLean will follow up with the District Inspectors to confirm that D4 is covering off BET.

Ms. McLean advised that she would follow up with the District Inspectors and District Assistants for the purpose of setting up a process for clear communication with each other in regard to requesting and approving leave, to ensure that this won't happen again and that the Districts will always have minimum coverage.

With respect to backfill requests, Ms. McLean advised that there would be no backfill for someone that was off for less than 3 weeks, unless approved by the PCC. She also touched on the fact that it is impossible to have a blanket policy on this because every position differs from one another. She also confirmed that IMS and Fleet have their own budget, so they do not go through the PCC. Ms. McLean also stated that more information regarding the PCC could be found on the intranet.

Ms. Ruschke questioned whether VPD Cadets were going through an enhanced security check. Ms. McLean confirmed that there is an enhanced security check done once they have finished the cadet program and take on a Teamster role. Ms. Tran confirmed that they pay union dues.

Update at next meeting

8. PSC – DOING WORK FROM OTHER UNITS

KARLENE BATEMAN

Ms. Bateman inquired about why the Public Service Counter was now doing police information checks for the Recruiting Unit.

Ms. MacPherson confirmed that the request was made by the Recruiting Unit and after a lengthy discussion on what was required, it was determined that this is a new process for the Recruiting Unit applicants and because this is work that is already performed by the PSC, it was appropriate that this task be assigned to them.

Removed

9. CSP'S DOING THE WORK OF THE DUTY DRIVER

KARLENE BATEMAN

Ms. Bateman inquired on the recent assignment to CSP's to pick up scanning and log sheets from 2120 to drop off at the Annex and why this task was not performed by the Duty Driver.

Ms. MacPherson advised that this was a D4 initiative that arose from the suggestion box for more efficiency. She advised that it is quite common for sworn members to dispatch a CSP to take on some of the administrative duties such as dropping things off to the Property Office.

Ms. Kajander explained that most members that write from the Annex do so as a direct result of being in the area for the purpose of writing a report to Crown Counsel after lodging someone in jail, whereas a report that does not result in recommended charges may be written from a

different location and it becomes highly time consuming for the members to have to drive all the way to the Annex for the purpose of putting a document in a box for scanning. Ms. MacPherson stated that there could be chain of evidence issues as well.

Removed

10. TIMELINESS OF RESPONSES FROM HR IN REGARD TO GRIEVANCES

KARLENE BATEMAN

Ms. Bateman wished to discuss a grievance where timeliness was an issue, but noted that she did not have all the information with her and so it will be tabled for the next meeting. Ms. Bateman also noted that there was a response on a policy grievance that she had been waiting for sometime. Ms. Ruschke also mentioned a report that she has been waiting for since last July.

Ms. McLean agreed that there were some outstanding matters and would discuss these with Ms. Bateman. She added that upon investigation of one specific matter and the email chains, she determined that said emails were addressed and that most delays were a direct impact of one of the parties being away.

Update at next meeting

Meeting Adjourned: 11:25 hrs.

Next Meeting: Tuesday, May 17th, 2016 @ 10:00hrs – HR Boardroom