

**Minutes for the
Correctional Staff Health and Safety Sub-Committee**

Thursday March 4th 2010, 1:00pm
State Capitol, Room 410
Hartford

Members Present: Joe Vecchitto (VP Local 391), Moises Padilla (VP Local 387), Kevin Brace (Northern CI), Chief Joel Hurliman, Shayne Wilson (Northern CI), Donna Flores (Local 1199), Renee Cote (Gates CI), Director James Dzurenda (Department of Correction), Albert Chiucarello (AFSCME Council 4), Sabrina Trocchi (Department of Mental Health and Addictions Services), Marie Desousa Local 391 Executive Board), Captain Mark Verdone (for Lt. Osten), Scott Kaupin (Mayor Enfield, CT).

- Meeting called to order by Kevin Brace
- Introductions were made
- Kevin Brace made a motion to accept the minutes as written, Seconded by Chief Hurliman, passed unanimously.
- No Public Comment was given

- Memorandum of Agreement between Department of Correction and Correctional Managed Healthcare.
 - Donna Flores illustrated for the Sub-Committee the sometimes difficult task of a DOC Registered Nurse having to perform their duties and supervise a per-diem nurse with little or zero experience.
 - James Dzurenda offered that when he worked as Warden of Gardner that the per-diem nurses functioned at a very high level at Gardner, but could not speak to the training of per-diem nurses that was conducted in the North District.
 - Joe Vecchitto analyzed the Memorandum of Agreement and suggested that the Sub-Committee send a letter to Dr. Robert Trestman the Director of Correctional Managed Healthcare asking for clarification on various parts of the Memorandum of Agreement.
 - The Pre-Service and In-Service training curriculum for all Nursing Staff, including Per-diem Nurses who work in Correctional Facilities and any re-certification training offered.
 - The Staffing / Post Plan - *The number, type, and function of clinical and ancillary staff positions required to provide healthcare for offenders at a facility for each shift as dictated by offender population and acuity.*
 - Post / Function Orders - *Written job or task requirements for conducting operations at a specific job station in a Correctional Institution.*

- Facility Staffing Assignment report. *A daily report, by shift that identifies the position, location, the staff scheduled, and actual staff that covered the position.*
 - Vacancy Report – *A monthly report containing the positions that are identified by the Position Assignment and Coverage plan and are not filled with a permanent employee of UCHC.*
 - Staffing Requirements – *Upon implementation of a state-wide scheduling system, UCHC shall provide to CTDOC a daily electronic position assignment and coverage roster for each functional unit.*
 - Emergency Services – *UCHC shall provide each health services unit with a written Emergency Plan.*
 - *All UCHC staff working in CTDOC facilities shall be American Heart Association CPR certified and receive annual training in emergency medical response to medical emergencies.*
 - We are requesting the UCHC policy / protocols regarding the treatment of Correctional Staff.
 - We are also requesting the UCHC definition of “stabilizing” as it refers to the treatment of Correctional Staff.
- SB-221 An Act Prohibiting the Disclosure of Employee Files to Inmates.
 - All the Sub-Committee Members support this bill
 - Albert Chiucarello offered there is a similar bill making it’s way through the Government and Elections Committee.
- Security Level of Inmates housed at Northern Correctional
 - Joe Vecchitto offered that Warden Quiros is doing a good job managing all of the different classifications of inmates housed there, but it’s time to return Northern to the way it was designed for, housing only Administrative Segregation Inmates.
 - Mark Verdone shared that its difficult managing Close Monitoring inmates, Close Custody, and Administrative Segregation Inmates at the Level 4 Facilities.
- Other Business
 - Kevin Brace gave the floor to Albert Chiucarello who offered discussion on:
 - Firearms training and the lack of it. James Dzurenda said Firearms training was being addressed
 - Staff at MYI being mandated to release inmates from custody to residential addresses. Moises Padilla shared that this is a very dangerous practice, because Staff does not know what to expect, or the surrounding area, that they should only be using public places.

James Dzurenda said he would look in to this and get back to the Sub-Committee.

- Discussions regarding the current annual IST training, and that certain training should be done off site. Shayne Wilson offered that the current training is not as good as past training.
- Motion to Adjourn made by Shayne Wilson, Seconded by Mark Verdone. Motion passed by unanimous consensus. Meeting adjourned at 2:40pm